

Cornwall Association of Primary Headteachers Co-Operative CIC
trading as Cnll Assoc of Primary Headteachers Co-Op CIC

Annual Report and Unaudited Financial Statements
Year Ended 31 March 2019

Registration number: 08865830

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Cornwall Association of Primary Headteachers Co-Operative CIC
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Company Information

Directors	Miss J S Dean
	Mrs P J Sharpe
	Mr L Bacchus
	Mrs P I Blackburn
	Mr S J Renshaw
	Mr E Dye
	Miss J Harvey
	Mrs N Finn
	Mrs S P Russell
	Miss K E Warren
	Mrs D Tregellas
	Mr J P Sleep
	Mr P L Hamlyn
	Ms K J Brown
	Mr C J Challis
	Mrs R Heffer
Company secretary	Mrs M E Renowden
Registered office	Beacon Place
	Victoria
	Roche
	St Austell
	Cornwall
Bankers	PL26 8LG
	The Co-operative Bank
	44 Fore Street
	St Austell
	Cornwall
Accountants	PL25 5DD
	Francis Clark LLP
	Chartered Accountants
	Lowin House
	Tregolls Road
	Truro
	Cornwall
	TR1 2NA

Cornwall Association of Primary Headteachers Co-Operative CIC

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Directors' Report

Year Ended 31 March 2019

The directors present their report and the financial statements for the year ended 31 March 2019.

Directors of the company

The directors who held office during the year were as follows:

Miss J S Dean

Miss J P Callow (resigned 25 June 2018)

Mrs P J Sharpe

Mrs J D Simpson (resigned 18 June 2018)

Mr L Bacchus

Mrs P I Blackburn

Mr S J Renshaw

Mr E Dye

Miss J Harvey

Mrs N Finn

Mrs S P Russell

Miss K E Warren

Mrs D Tregellas

Mr J P Sleep

Mr P L Hamlyn (appointed 18 June 2018)

Ms K J Brown (appointed 25 June 2018)

Mr C J Challis (appointed 5 November 2018)

Mrs R Heffer (appointed 20 July 2018)

Small companies provision statement

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board on 25.6.19 and signed on its behalf by:



Miss J S Dean

Director

Cornwall Association of Primary Headteachers Co-Operative CIC
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Statement of Income and Retained Earnings
Year Ended 31 March 2019

	2019	2018
	£	£
Turnover	249,585	228,060
Cost of sales	<u>(79,636)</u>	<u>(71,189)</u>
Gross profit	169,949	156,871
Administrative expenses	<u>(156,083)</u>	<u>(147,085)</u>
Operating profit	<u>13,866</u>	<u>9,786</u>
Other interest receivable and similar income	<u>875</u>	<u>585</u>
	<u>875</u>	<u>585</u>
Profit before tax	14,741	10,371
Taxation	<u>(2,882)</u>	<u>(898)</u>
Profit for the financial year	11,859	9,473
Retained earnings brought forward	<u>58,361</u>	<u>48,888</u>
Retained earnings carried forward	<u><u>70,220</u></u>	<u><u>58,361</u></u>

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Balance Sheet

31 March 2019

	Note	2019 £	2018 £
Fixed assets			
Tangible assets	4	377	426
Current assets			
Debtors	5	6,088	4,460
Cash at bank and in hand		<u>159,040</u>	<u>145,721</u>
		165,128	150,181
Creditors: Amounts falling due within one year	6	<u>(95,285)</u>	<u>(92,246)</u>
Net current assets		<u>69,843</u>	<u>57,935</u>
Net assets		<u>70,220</u>	<u>58,361</u>
Capital and reserves			
Profit and loss account		<u>70,220</u>	<u>58,361</u>
Total equity		<u>70,220</u>	<u>58,361</u>

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Balance Sheet

31 March 2019


For the financial year ending 31 March 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared and delivered in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised by the Board on 25.6.19. and signed on its behalf by:

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Miss J S Dean

Director

Company Registration Number: 08865830

Cornwall Association of Primary Headteachers Co-Operative CIC

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Notes to the Financial Statements

Year Ended 31 March 2019

1 General information

The address of its registered office is:

Beacon Place

Victoria

Roche

St Austell

Cornwall

PL26 8LG

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

These financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

Basis of preparation

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

Revenue recognition

Turnover comprises the fair value of the consideration received or receivable for the sale of goods and provision of services in the ordinary course of the company's activities. Turnover is shown net of value added tax, returns, rebates and discounts and after eliminating sales within the company.

The company recognises revenue when:

- the amount of revenue can be reliably measured;
- it is probable that future economic benefits will flow to the entity;
- and specific criteria have been met for each of the company's activities.

Tangible assets

Tangible assets are stated in the balance sheet at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Office equipment	25% straight line

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Notes to the Financial Statements

Year Ended 31 March 2019

Defined contribution pension obligation

The company operates a defined benefit contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

3 Staff numbers

The average number of persons employed by the company (including directors) during the year, was 3 (2018 - 3).

4 Tangible assets

	Office equipment £	Total £
Cost or valuation		
At 1 April 2018	2,851	2,851
Additions	295	295
At 31 March 2019	3,146	3,146
Depreciation		
At 1 April 2018	2,425	2,425
Charge for the year	344	344
At 31 March 2019	2,769	2,769
Carrying amount		
At 31 March 2019	377	377
At 31 March 2018	426	426

5 Debtors

	2019 £	2018 £
Trade debtors	4,345	3,459
Other debtors	896	896
Prepayments	847	105
	6,088	4,460

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Notes to the Financial Statements

Year Ended 31 March 2019

6 Creditors

Creditors: amounts falling due within one year

	2019	2018
	£	£
Due within one year		
Trade creditors	83	1,476
Social security and other taxes	5,166	2,254
Other creditors	22	-
Accrued expenses	1,750	1,700
Corporation tax	2,882	903
Deferred income	85,382	85,913
	<u>95,285</u>	<u>92,246</u>

7 Company Status

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

8 Financial commitments, guarantees and contingencies

Amounts not provided for in the balance sheet

The total amount of financial commitments not included in the balance sheet is £778 (2018 - £756). These financial commitments are non-cancellable operating leases.

CIC 34

Community Interest Company Report

For official use
(Please leave blank)

Please
complete in
typescript, or
in bold black
capitals.

Company Name in
full

Cornwall Association of Primary Headteachers
Co-Operative CIC

Company Number

8865830

Year Ending

March 2019

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

The key aim of Cornwall Association of Primary Heads (CAPH) is to support school leaders in Cornwall, in turn benefitting the community of children in the care of Cornish schools. In the 2018/19 period we have undertaken the following activities to fulfil our core purpose.

- Sent a weekly news bulletin to member schools highlighting key information.
- Hosted seminars and briefings on key topics for school leaders – data & assessment; safeguarding; legal updates; General Data Protection Regulation; curriculum development.
- Offered a range of CPD, including leadership training courses and SEN provision.
- Continued to increase partnerships with educational suppliers, to offer school leaders access to high quality services at a reduced rate.
- Extended the provision of Supply+, a teacher recruitment and supply agency, in partnership with the Plymouth Learning Partnership.
- Provided model policies for CAPH member school to adapt and use.
- Offered pastoral support to member schools, ensuring no school leader is vulnerable or isolated.
- Attended 73 meetings with school leaders in the Autumn term & Spring terms 2018/19

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary.)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

CAPH's stakeholders are the member schools. The CAPH Board members are serving school leaders who represent colleagues in their regional areas. The central team are guided by the CAPH transformational plan agreed by the Board, which identifies the key aims of CAPH.

CAPH representatives sit on various boards and committees to represent the voice of primary & secondary schools in Cornwall and feedback information to the wider community of leaders – Cornwall & Isles of Scilly Safeguarding Board; Schools Forum; Cornwall Prevent Board; CAMHS Wellbeing and Mental Health Partnership Board; SEND Board; Cornwall & West Devon Maths Hub; Cornwall Sports Partnership Group; Kernow Education Arts Partnership; Cornwall Music Education Hub Strategic Advisory Panel; National Headteacher Support Organisation; Data Sharing Group; Standing Advisory Council on Religious Education; One Vision Board; Fair Access Group; SWASH.

CAPH runs two groups to consult and inform school leaders – Child protection group and Pre-schools forum group.

We regularly seek feedback from members through informal and formal means.

(If applicable, please just state "A social audit report covering these points is attached").

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.

No remuneration was received by the directors.

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

No transfer of assets other than for full consideration has been made.

(Please continue on separate continuation sheet if necessary.)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed

m. J. W. D. E. A.

Date

11/7/19

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Tel	
DX Number	DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)