COMPANY REGISTERED NUMBER: 612809 REGISTERED CHARITY NUMBER: 309651

## SHIPLAKE COURT LIMITED REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

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## SHIPLAKE COURT LIMITED CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

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### **DIRECTORS AND THEIR INTERESTS**

The directors of the charitable company, who served during the year, unless otherwise stated, were as follows:-

The Right Honourable T J C Eggar, LLB (1,2) (Chairman)

A Ashton (1)

J Bartlett (2) (appointed 1 December 2017)

P Blewett (1,2,3) (appointed 16 June 2017)

M Carey-Elms (2)

R Dempster (1)

C Eve (1)

J Gordon, LLB (2,3)

R Grimond (1) (appointed 22 June 2018)

J Hobbs, BA (2) (resigned 22 June 2018)

I Howell (2)

R Lester (1)

M MacKenzie-Charrington (1,3)

S Ryan, BSc (2)

Sir David Tanner CBE (1)

J Welsh (1)

- (1) Members of the Finance and General Purposes Committee
- (2) Members of the Education and Welfare Committee
- (3) Members of the Health and Safety Committee

The directors are also the charity trustees and governors of Shiplake College.

**OFFICERS (Key Management Personnel)** 

Headmaster:

A G S Davies, BSc (St Andrews), Cert Mgmt

Bursar and Clerk to the Governors: J Ralfs, BSc (Bristol), FCA

Deputy Head (Academic):

Dr G Hughes, BA, MSc (Oxford), MPhil, PhD (Cambridge), PGCE

(Buckingham) (resigned 29 June 2018)

P S Jones, BA (Durham), GTP (London), AST (appointed 29 August

2018)

Deputy Head (Pastoral):

N J Brown, BA, PGCE (East Anglia)

**Director of External Relations:** 

K Green, BA (Exeter)

**Registered Company Number:** 

612809 (Registered in England and Wales)

**Registered Charity Number:** 

309651

**REGISTERED OFFICE:** 

Shiplake College Henley on Thames

Oxon RG9 4BW

**BANKERS:** 

Barclays Business Banking, Reading & Basingstoke Team

4th Floor Apex Plaza Forbury Road Reading

**BX3 2BB** 

**SOLICITORS:** 

Mercers

50 New Street Henley on Thames

Oxon RG9 2BX

Field Seymour Parkes Solicitors

1 London Street

Reading RG1 4QW

**AUDITORS:** 

Crowe U.K. LLP

Aquis House

49-51 Blagrave Street

Reading Berkshire RG1 1PL

**INSURANCE BROKERS:** 

Marsh Brokers Limited

1 Tower Place West

**Tower Place** London EC3R 5BU

**ARCHITECTS:** 

Nichols Brown Webber

Pond House Northend

Henley on Thames

Oxon RG9 6LG

The Governors of Shiplake College, being also the directors of the charitable company, present their annual report together with the financial statements of the charitable company for the year ended 31 August 2018 and confirm that they comply with the requirements of the Companies Act 2006 thus including the Directors' Report and Strategic Report, the Charities Act 2011, the governing document and the Statement of Recommended Practice – 'Accounting and Reporting by Charities' (SORP 2015).

### **DIRECTORS' REPORT**

### REFERENCE AND ADMINISTRATIVE INFORMATION

Shiplake Court Limited is a charitable company having share capital, incorporated on 10 December 1958 and registered under number 612809. The College was registered with the Charity Commission on 13 April 1965 under number 309651. The College Governors, executive officers and principal address of the charitable company are as listed on page 1 and 2. Particulars of the charitable company's professional advisers are given on page 2.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

The charitable company was established under a Memorandum of Association last amended on 13<sup>th</sup> March 1998, which determines the objects and powers of the charitable company and is governed under its Articles of Association.

### **OBJECTS, AIMS, OBJECTIVES AND PRINCIPAL ACTIVITIES**

### **CHARITABLE OBJECTIVES**

The objects of the Charitable Company, in accordance with the Memorandum of Association, are to promote the cause of education for the public benefit.

### PRINCIPAL ACTIVITIES OF THE YEAR

Shiplake College's principal activity continues to be the provision of an independent school with facilities for boarding and day boys aged 11 to 18 and for girls aged 16 to 18.

### **GOVERNING BODY**

The structure of the charitable company consists of a governing body for Shiplake College, the details of which are explained on page 1.

### RECRUITMENT AND TRAINING OF GOVERNORS

The charitable company's elected Governors are appointed at a meeting of the Shiplake College Board on the basis of nominations received from existing Board members. Key criteria for eligibility include personal competence, professional and specialist skills. New Governors are inducted into the workings of the charitable company and its school, including Board Policy and Procedures. Governor and Trustee training is offered to all new members and is provided by a number of professional sources such as AGBIS. Governors are appointed initially for a five year term of office. At the expiry of this period Governors can offer themselves for re-election to the Board.

### **ORGANISATIONAL MANAGEMENT**

The Governors of Shiplake College, as the charity trustees of the charity and directors of the company are legally responsible for the overall management and control of Shiplake College, and meet as a Board three times a year. The work of governance and financial supervision is carried out by members of the Finance and General Purposes Committee (F&GP), who meet before each meeting of the College Governing Board and on extra occasions when necessary such as to approve the budgets and finalise the audited accounts and annual report for approval by the Board. The other principal permanent committees are the Education and Welfare Committee and the Health and Safety Committee which also meet on a termly basis and more often should the need arise. Each committee works under the chairmanship of a member of the College Governors. Other committees are formed on an ad hoc basis for specific purposes such as an appeal. Members of all Board committees are listed on page 1.

The day to day running of the school is delegated to the College's headmaster supported by the senior leadership team. The headmaster, deputy headmasters, bursar and the Director of External Relations attend meetings of the various committees.

The Governors provide a framework for the remuneration of the senior leadership team within which the headmaster awards salary. The objective is to provide appropriate incentives to encourage enhanced performance and to reward them fairly and responsibly for their individual contributions to the Company's success.

The appropriateness and relevance of the remuneration policy is reviewed annually, including reference to comparisons with other independent schools to ensure that the College remains sensitive to the broader issues of pay and employment conditions elsewhere.

We aim to recruit excellent staff. Delivery of the College's charitable vision and purpose is primarily dependent on our key management personnel and staff costs are the largest single element of our charitable expenditure.

### **GROUP STRUCUTURE AND RELATIONSHIPS**

The Charity has a wholly owned non-charitable subsidiary, Shiplake Court Enterprises Limited, whose activities in the year under review were those of catering facilities, entertainment and recreational activities. Shiplake College actively supports the attainment of the highest standards in the Independent Schools sector, partly through networking with other major Schools and partly through peer group studies for the evaluation of quality and performance improvement methods. We also co-operate with many local charities in our ongoing endeavours to widen public access to the schooling we can provide, to optimise the educational use of our cultural and sporting facilities and to awaken in our pupils, in the public interest, an awareness of the social context of the all-round education they receive at the College. The College also benefits from the generosity of a thriving network of Old Vikings whose close support we greatly appreciate and gladly acknowledge.

### AIMS AND INTENDED IMPACT

The College's strategic aim is to provide a friendly, supportive and structured environment to permit pupils to learn to lead a full and responsible life. Within the ethos of a boarding school, the aim is not to concentrate solely on academic achievement, but also to develop the skills and abilities to prepare pupils for their life after Shiplake. We support the headmaster's vision that Shiplake should be: a dynamic, purposeful, happy and caring place which produces open-minded young men and women who have a sense of humour yet are responsible and articulate with the knowledge and skills to play an informed and useful part in their society.

### **OBJECTIVES FOR THE YEAR**

The focus remained on the provision of a rounded education that allowed each of the College's pupils to reach their individual potential, combined with advancement in academic performance and a further widening of access to the education that Shiplake provides. We continued to seek ways of providing access for other UK and foreign pupils which also puts the school's facilities to good educational use when not otherwise needed. The Governors are determined to ensure that the headmaster has the appropriate resources to allow the College to develop and to provide facilities to enable all pupils to prepare themselves for their future careers.

STRATEGIC REPO	PRT
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### **REVIEW OF ACTIVITIES AND ACHIEVEMENTS**

### **Academic**

The College has again enjoyed excellent academic success at both GCSE and A Level; a reflection of a greater focus on academic rigour. Many of our pupils achieve far higher grades than they were predicted to when they joined Shiplake College, with value-added at an academic and personal level a considerable strength of the school.

GCSE and iGCSE	2018	2017	2016	2015	2014	2013
A*-A	26%	31%	23%	21%	28%	18%
A*-B	47%	62%	53%	58%	56%	49%
A*-C	89%	91%	91%	88%	86%	76%
A*-C (5 or more)	86%	91%	93%	95%	87%	89%
A*-G (Pass)	100%	100%	100%	100%	100%	100%

2018	2017	2016	2015	2014	2013
42%	52%	41%	36%	28%	31%
60%	72%	64%	55%	42%	52%
83%	88%	87%	74%	72%	76%
100%	100%	100%	99%	97%	99%
	60% 83%	60% 72% 83% 88%	60% 72% 64% 83% 88% 87%	60% 72% 64% 55% 83% 88% 87% 74%	60%     72%     64%     55%     42%       83%     88%     87%     74%     72%

The Governors remain resolute that the College will continue to select pupils on character and aptitude for an education at Shiplake, rather than purely on academic ability. These results demonstrate the intent of the headmaster and his senior management team to increase the College's academic rigour and of the distinctive partnership between the pupils and staff.

The College continues to build on promoting the Shiplake Seven. This is a set of what pupils and staff at Shiplake believe are essential interpersonal skills required to be a successful learner in the 21st Century. The Shiplake Seven is also a teaching and learning framework, which permeates all facets of academic and co-curricular life at the College, giving focus to lessons and activities so that the skills can be inculcated in our pupil body. The seven qualities — Determined; Open Minded; Creative; Independent; Reflective; Curious; Motivated - provide a solid foundation for pupils to achieve success throughout their education, but also equip the leavers with the skills they need to enter the next stage of their lives as confident, personable and talented young adults.

The PULSE (Personal Understanding, Learning Skills and Enrichment) programme was successfully introduced for year 12. This can be in the form of an Extended Project Qualification or a Certificate of Personal Effectiveness. Both of these qualifications lead to UCAS points and can aid university applications. They also allow students to study a topic that they are passionate about whilst learning a range of skills that will help in both higher education and the work place.

The College received an ISI Compliance Inspection in March 2018. This evaluated whether the school met each of the standards in the schedule of independent school standards and national minimum standards for boarding schools. These standards are arranged into eight parts including: the quality of education provided; the welfare, health and safety of pupils; the suitability of staff and those in contact with pupils; the premises and accommodation; the spiritual, moral, social and cultural development of pupils; and the provision of information to parents, inspectors and the Department of Education. The report confirms that Shiplake meets all the standards and that no further action is required as a result of the inspection. The report also showed that recent GCSE performance has been above the national average for maintained schools and results in IGCSE examinations are higher than worldwide norms. The report, which disappointingly does not take into account the College's exceptional BTEC results, states that A Level performance is in line with the national average.

### **Pupil Numbers**

At the end of 2017-2018 there were 481 pupils. This represented an increase of 5% from the figure of 456 pupils at the end of the previous year. Interest in entry to the College at all levels has remained strong, particularly at VI Form, and in November 2018 pupil numbers were approximately maintained at current levels at 480.

### **Maintenance and Developments**

The College continues to invest in its campus to ensure the longevity and quality of its buildings and boarding provision. The largest expenditure continues to be on the maintenance and refurbishment of the boarding houses. This includes targeted redecoration and refurbishment and also the costs associated with meeting the health and safety requirements for the College. A significant part of this spend included the boiler replacement program with new boilers installed in Orchard and the Sports Hall. In addition the College has upgraded its cricket nets and improved security with the installation of security bollards on the access route to its boat house.

### **GRANT MAKING POLICY**

As trustees of the Charity, the Governors are determined to provide as wide an access to the College as possible. Means-tested bursaries are awarded to pupils for whom access to Shiplake College would not normally be possible and also to relieve hardship where the education and future prospects of current pupils would otherwise be at risk. In addition, the Governors' policy is to award scholarships on the basis of an individual's academic, artistic or sporting potential. The availability of all such awards for fee-assistance, together with the terms and conditions for each kind of award, is advertised on our website at <a href="https://www.shiplake.org.uk">www.shiplake.org.uk</a>.

### **PUBLIC BENEFIT**

The College's public benefit aim is to provide a first class independent education, both through strong academic tuition, and through developing wider sporting, artistic and social skills in all its pupils. This is intended to provide an environment where each pupil can develop and fulfil his or her potential, thus to help build self-confidence and instil a desire to contribute to the wider community.

Shiplake College Governors, as charity trustees, have complied with their duty in s17(5) of the Charities Act 2011 to have due regard to the Charity Commission's published general guidance concerning the operation of the public benefit requirement under that Act. They are determined to widen access to our education resources, by bringing independent and state school communities together.

### Governance

Members of the College staff serve as governors at local primary schools.

### **Sport**

This year, we have made the following facilities and coaching available at no charge to benefit pupils attending local state schools:

- · use of the swimming pool for swimming sessions and end of school parties;
- use of the athletics track and field facilities for sports days;
- · hosting of our annual Kwik Cricket Festival for primary schools;
- · use of the artificial pitch for All Starts netball;
- · use of the College facilities for Henley Junior Triathlon Club;

In addition, pupils from a variety of schools have used our cricket facilities for Berkshire County matches. We also host Shiplake Vikings Rowing Club where children from the local area are able to make use of the College's significant rowing facilities, both during the week and at weekends. Local junior rugby clubs and the Wasps RFC junior academy have used the College's pitches for training and matches during the year. The College's grounds staff also maintains the local playing fields that are used by Shiplake Primary School and local teams.

### Music

Pupils from Henley Youth Orchestra use the new Music Department for rehearsals and performances on a monthly basis and free of charge. Similarly, the Henley Youth Festival hold their annual Junior Prom at the College.

### **Community Service**

Every other year the whole school undertakes a 26 mile sponsored walk along the River Thames. The charities are chosen by the pupils and each occasion raises in excess of £10,000. The College Expedition Society regularly visits Kenya and each group spends time on projects such as desk-building and classroom-painting at the Kikunduku Schools Project with whom the College has a long relationship.

### **Community Access**

The Governors see Shiplake College as a part of a wider community and where we can assist the community without detriment to advancing the education of our pupils we are delighted to do so. The College provided equipment and pupils to help with the Shiplake 'picnic' for the local community. The Shiplake and Dunsden Branch of the British Legion Branch use our facilities on a regular basis and we host a monthly lunch for a group of local pensioners. Local cubs and beavers packs also visit on a regular basis and we loaned vehicles to them, other local primary schools and to Henley Round Table for their Christmas float. The music department sponsors the Community Choir for 30 local residents. We were also delighted to host the Shiplake Primary School PTA annual bingo night.

### **INFORMATION ON FUNDRAISING PRACTICES**

The College sometimes raises funds, to support specific areas of the school, through activities undertaken by its marketing team and bodies such as the Parents Association, Boat Club Supporters Association or its alumni the Old Vikings. These activities are not carried out by professional fund raisers or commercial participators and do not involve approaching members of the general public or vulnerable people. The fundraisers concerned are not bound by any voluntary scheme or standard with respect to the activities carried out. The fundraising activities are not always directly monitored by the College but it is aware of the nature and extent of the activities through its close association with the groups. There have been no complaints received by the College in respect of the fundraising activities.

### **VOLUNTEERS**

Former pupils ("Old Vikings") play a major role in marketing the College and take part in a wide range of events and activities. The Parent Teacher Association run a number of events to provide opportunities for parents to meet in a social environment. The Board would like to take this opportunity to say how much we appreciate both groups for their continuing and valuable support for our work along with the many parents that support and assist in a myriad of ways.

### FINANCIAL REVIEW AND RESULTS FOR THE YEAR

As with all similar schools, the College remains reliant on fee income for the majority of its funding. The Governors are aware of the impact of any increases and will only authorise fee rises in response to unavoidable increases in costs. With greater pupil numbers, fee income before bursaries and allowances increased to £11,437,891 (2017: £10,690,371).

The College also takes every opportunity to raise additional funds and improve the quality of the education on offer. As well as hosting weddings and other functions, the relationship with Ardmore Language Schools continues to grow and during the year the College held the Easter and Summer language schools, hosting up to 214 overseas students during peak weeks. In addition, the College holds is own summer rowing camps and for the first time this year introduced a residential rowing camp. This combined with fundraising projects increased total income to £11,553,015 (2017: £11,365,754).

Wider access to an education at Shiplake College was provided this year and the value of means-tested bursaries made to the College's pupils out of unrestricted funds was £690,538 which represents 6.0% of gross fee income. 51 pupils received a means-tested bursary with 12 receiving a discount of 85% of fees or more. In addition, the value of scholarships, grants and other awards made to the College's pupils out of unrestricted funds was £524,818 which represents 4.6% of gross fee income.

The surplus before taking account of depreciation was £1,733,536 which represents 15% of net income. This level is judged necessary to allow the Governors to invest in new facilities, whilst maintain the existing buildings. The College is privileged to have access to such a magnificent campus, but equally faces a significant and ongoing cost in maintaining the infrastructure, particularly of the older buildings.

During the year Shiplake Court Enterprises generated a surplus of £4,748 (2017: £26,284) of which £nil (2017: £26,250) was donated to the College. The trading results are set out in note 5.

### **Reserves Policy**

The Governors have reviewed the reserves of the College. This review encompassed the nature of income and expenditure streams, the need to match them with commitments and the nature of reserves. The Governors are mindful of the affordability of fees in the future and increasing costs, combined with the College's requirements to maintain the fabric of its buildings and to enable new projects to be undertaken. The College continues to prepare for these eventualities and over the longer term intends to build its reserve base. The College's reserves policy is to maintain sufficient funds to sustain the College as a provider of education. The cash policy is to maintain a reserve of approximately 3 months' expenditure of £2,500,000.

As part of the budgeting process, the Governors reviewed the appropriate level of reserves to be retained from income received during the year ended 31 August 2018 to allow the College to continue operations in future periods.

At the 31 August 2018 total funds comprise:

	£
Unrestricted	
Designated funds	623,164
Fixed asset funds	10,837,466
Non-charitable trading funds	7,634
General unrestricted funds	2,414,537
Restricted	
Other restricted funds	48,941
Total	13,931,742

### **Investment Policy**

The College's aims to manage its cash balances to provide for the day to day working capital requirements of its operations, whilst protecting the real long term value of any surplus balances against inflation. In addition the College aims to invest surplus cash funds to optimise return, whilst ensuring the investment instruments are such that there is minimal risk to the loss of these cash balances. During the year surplus funds were invested in Nationwide Building Society interest bearing but easy access accounts. The College's free reserves were £2,422,171 at August 2018 (2017: £1,152,574).

### **Going Concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the College has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the statement of accounting policies.

### **FUTURE PLANS**

The Governors' intention is to maintain Shiplake College as a boarding and day school, with the ethos focused on the provision of outstanding pastoral care. They are also determined to maintain Shiplake's small class sizes and its emphasis on the needs of individual pupils. They intend to continue to provide funds to improve the quality of the existing teaching accommodation and also to update the boarding houses as and when required. The Governors are examining a number of possible options for the future development of the College. These include a VI Form Centre incorporating a café and classrooms above, to act as a communal hub for the Sixth Form as well as an additional study space. A new multi-activity centre will store the College's impressive fleet of rowing boats and water sports equipment as well as a climbing wall and archery/rifle range, new playing fields and an amphitheatre for open air performances. Our future development plans will be financed primarily from fee income and from our reserves. The Governors need to maintain an equitable balance so that our current pupils benefit whilst, at the same time, ensuring a sound infrastructure and financial base are preserved for the next generation of pupils in the same way as our current pupils benefit today from the investment made in the past. The Governors view our bursary and scholarship awards as important in widening access to the education our school provides and are building on and establishing new links with local secondary schools to create mutually beneficial opportunities.

### **RISK MANAGEMENT**

Shiplake College Board of Governors is responsible for the management of the risks faced by the College. Detailed considerations of risk are delegated to the Finance and General Purposes Committee, who are assisted by the senior leadership team. Risks are identified, assessed and controls established throughout the year. A formal review of the charitable company's risk management processes is undertaken on an annual basis.

The key controls used by the charitable company include:-

- formal agendas for all Committee and Board activity;
- detailed terms of reference for all Committees;
- · comprehensive strategic planning, budgeting and management accounting;
- · established organisational structure and lines or reporting;
- formal written policies;
- · clear authorisation and approval levels; and
- vetting procedures as required by law for the protection of the vulnerable.

Through the risk management processes established for the College, Shiplake College Governors are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

### Principal risks and uncertainties

The principal and uncertainties to the continued success of the school are assessed as:

- Reputational risk the principal risk is a current or historic safeguarding failure leading to a loss or reputation. This risk is managed by a balanced approach of controls and training. A culture of safeguarding is embedded throughout the College. Detailed safeguarding and child protection policies are in place. There is regular training and the College has the required and trained designated safeguarding lead. An annual review of safeguarding is undertaken by the Board.
- Financial risk the principal risk is economic change reducing the affordability of fees and a reduction in pupil numbers and therefore the ability for the College to cover significant capital repairs and replacements. The College mitigates this risk by regular review of its forecasts and reserve levels. To mitigate the uncertainty and risk of a reduction in numbers, the College allocates sufficient funds to provide a resourced marketing department. In addition, to assist with the promotion of boarding, the Governors have authorised the appointment of a Director of Boarding Admissions to work in conjunction with the Director of Marketing and External Relations. Pupil recruitment and retention is reported at every meeting of the Finance and General Purposes Committee and also forms part of the headmaster's report to the main board. The provision of appropriate staff and facilities is key to attracting and retaining pupils. The Governors review termly the levels of staffing and through the headmaster ensure that the College offers competitive salary and support packages.
- Performance risk the principal risk is a worsening of exam results. To mitigate this, performance is
  regularly monitored by the Education and Welfare Committee and reported directly to the Board.

### STATEMENT OF GOVERNORS' RESPONSIBILITIES

The Governors are responsible for preparing the Annual Report and the statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- · make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Governors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### PROVISION OF INFORMATION TO AUDITOR

Each of the persons who are Governors at the time when the Governors' Report is approved has confirmed that:

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

### **AUDITORS**

A resolution to re-appoint Crowe Clarke Whitehill LLP as the charitable company's auditor will be proposed at the Annual General Meeting.

This Annual Report, prepared under the Charities Act 2011 and the Companies Act 2006, was approved by the Governing Body of Shiplake Court Limited on 7 December 2018, including in their capacity as company directors approving the Strategic Report contained therein, and is signed as authorised on its behalf by:

The Right Honourable T J C Eggar Chairman



Chartered Accountants
Member of Crowe Global
Aquis House
49-51 Blagrave Street

Crowe U.K. LLP

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Reading Berkshire RG1 1PL, UK Tel +44 (0)118 959 7222 Fax +44 (0)118 958 4640

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SHIPLAKE COURT LIMITED

### **Opinion**

We have audited the financial statements of Shiplake Court Limited for the year ended 31 August 2018 which comprise the consolidated Statement of Financial Activities, the consolidated Summary Income and Expenditure Account, the Group and Company Balance Sheets, the consolidated Cash flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the charitable company's affairs as at 31
  August 2018 and of the group's incoming resources and application of resources, including its
  income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

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

### Conclusions relating to going concern

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

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



### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SHIPLAKE COURT LIMITED (CONTINUED)

### Other information

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

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

We have nothing to report in this regard.

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

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

- the information given in the trustees' report, which includes the directors' report and the strategic report prepared for the purposes 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 the 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 light of the knowledge and understanding of the group and the charitable company and their environment obtained in the course of the audit, we have not identified material misstatements in the [strategic report or the] 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:

- the parent company has not kept adequate accounting records; or
- the parent company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### Responsibilities of trustees

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



### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SHIPLAKE COURT LIMITED (CONTINUED)

In preparing the financial statements, the trustees are responsible for assessing the group's or the charitable company'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 to cease operations, or have no realistic alternative but to do so.

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

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

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

### 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.

Janette Joyce

Senior Statutory Auditor

For and on behalf of

Crowe U.K. LLP

Statutory Auditor

Reading

Date 13.12.18

# SHIPLAKE COURT LIMITED CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 AUGUST 2018

	Notes	Unrestricted Funds £	Restricted funds £	Total 31 August 2018 £	Total 31 August 2017 £
INCOME FROM: Voluntary income Donations Charitable Activities:		59,685	40,437	100,122	588,060
College fees Ancillary trading income Income from generated funds:	4 6	10,218,284 842,771	-	10,218,284 842,771	9,511,446 707,779
Investment Income Non-ancillary trading income Other income	7	13,710 355,628 <u>22,500</u>	<u>.</u>	13,710 355,628 <u>22,500</u>	3,394 548,475 6,600
Total		11,512,578	40,437	11,553,015	11,365,754
EXPENDITURE ON: Charitable Activities: School operating costs Raising funds: Trading expenses Finance and other costs		10,222,287 46,527 71,782	12,130 - -	10,234,417 46,527 71,782	10,130,839 82,036 105.313
Total	8	10,340,596	12,130	10,352,726	<u>10,318,188</u>
Net income		1,171,982	28,307	1,200,289	1,047,566
Transfers between funds	20	(1,800)	1,800	-	-
Other recognised gains Fair value movement on derivative contracts		75,729		75,729	
Net movement in funds		1,245,911	30,107	1,276,018	1,118,187
Fund balances at 1 September 2	017	12,636,890	18,834	12,655,724	<u>11,537,537</u>
Total funds at 31 August 2018		<u>13,882,801</u>	<u>48,941</u>	13,931,742	<u>12,655,724</u>

All activities are continuing.

All gains and losses recognised in the year are include in the statement of financial activities.

The notes on pages 19 to 36 form part of these financial statements

# COMPANY NO: 612809 SHIPLAKE COURT LIMITED CONSOLIDATED BALANCE SHEET 31 AUGUST 2018

Notes 2018 2017 Notes £ £  FIXED ASSETS Tangible fixed assets 10 11,634,696 11,763,1	112
FIXED ASSETS	
	524
CURRENT ASSETS	524
Stock 12 <b>22,763</b> 13,5	1/4
Debtors 13 <b>3,495,354</b> 3,772,7	
Cash at bank and in hand	
0.005.540 7.500.0	205
<b>8,965,540</b> 7,593,8	305
CREDITORS: Amounts falling due within	
one year 14 <u>(5,636,859)</u> <u>(5,516,0</u>	)34)
NET CURRENT ASSETS 3,328,681 2,077,7	<u>771</u>
TOTAL ASSETS LESS CURRENT LIABILITIES 14,963,377 13,840,8	383
CREDITORS: Amounts falling due after	
more than one year 16 (968,960) (1,113,9	<del>)</del> (2)
NET ASSETS EXCLUDING PENSION LIABILITY 13,994,117 12,726,9	<del>)</del> 81
Pension scheme funding deficit (62,659)	<u>241</u> )
TOTAL NET ASSETS	740
·	
CAPITAL AND RESERVES	40
Share Capital         18         16           Restricted Funds         20         48,941         18,8	16 334
Designated Fixed Asset Fund 20 <b>10,837,466</b> <i>10,885,7</i>	
Other Designated funds 20 623,164 598,5	
Unrestricted Funds – General funds (School and 20 2,422,171 1,152,5	
Trading)	
19 <u><b>13,931,758</b></u> <u>12,655,7</u> -	<u>740</u>

The profit for the financial year dealt within the financial statements of the parent company was £1,271,270 (2017: £1,118,153).

Approved and authorised for issue by the Board of Governors on 7 December 2018 and signed on its behalf by:-

The Right Honourable 1 J C Eggar

C Eve

### **COMPANY NO: 612809**

### SHIPLAKE COURT LIMITED CHARITY BALANCE SHEET 31 AUGUST 2018

		2018	2017
	Notes	£	£
FIXED ASSETS			
Tangible assets	10	11,634,696	11,763,112
Investments	11	8	8
		11,634,704	11,763,120
CURRENT ASSETS			
Stock	12	22,709	13,118
Debtors	13	3,491,650	3,802,113
Cash at bank and in hand		<u>5,417,704</u>	3,732,339
		8,932,063	7,547,570
CREDITORS: Amounts falling due within one year	14	(5,611,024)	<u>(5,472,693</u> )
NET CURRENT ASSETS		3,321,039	2,074,877
TOTAL ASSETS LESS CURRENT LIABILITIES		14,955,743	13,837,997
CREDITORS: Amounts falling due after more	16	(000,000)	(4.442.000)
than one year	16	<u>(968,960)</u>	<u>(1,113,902</u> )
NET ASSETS EXCLUDING PENSION LIABILITY		13,986,783	12,724,095
Pension scheme funding deficit		(62,659)	(71,241)
TOTAL NET ASSETS		<u>13,924,124</u>	<u>12,652,854</u>
CAPITAL AND RESERVES			
Share Capital	18	16	16
Restricted Funds	20	48,941	18,834
Designated Fixed asset Fund Other Designated Funds	20	10,837,466	10,885,777
Unrestricted Funds	20	623,164 2,414,537	598,539 1,152,574
Chicoanolog Fundo	20	<u> </u>	1,102,014
		<u>13,924,124</u>	<u>12,652,854</u>

Approved and authorised for issue by the Board of Governors on 7 December 2018 and signed on its behalf by:-

The Right Honourable 4 C Eggar

C Eve

### SHIPLAKE COURT LIMITED CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 AUGUST 2018

	2018 £	2017 £
Net income Depreciation (Profit) on disposal of fixed assets Investment income Bank interest paid (Increase)/Decrease in stock Decrease / (Increase) in debtors Increase in creditors Movement in pension deficit	1,276,018 533,247 (22,500) (13,710) 54,932 (9,239) 277,424 45,163 (8,582)	1,047,566 508,677 (6,600) (3,394) 55,314 24,281 (324,562) 563,041 (6,895)
Net cash provided by operating activities	£ 2,132,753	£ 1,857,428
Cash flows from investing activities  Purchase of tangible fixed assets Proceeds from the disposal of fixed assets Investment income  Net cash used in investing activities	(406,967) 24,636 13,710 £ (368,621)	(347,899) 6,600 3,394 £ (337,905)
Cash flows from financing activities		
Interest paid Repayment of loan Advanced Fee Scheme: Receipts from new contracts Amounts utilised and repaid	(54,932) (65,746) 68,877 (72,411)	(55,314) (66,416) 66,475 (135,271)
Net cash used in financing activities	£ (124,212)	£ (190,526)
Change in cash and cash equivalents in the year	1,639,920	1,328,997
Cash and cash equivalents at the beginning of the year	3,807,503	<u>2,478,506</u>
Total cash and cash equivalents at the end of the year	£ 5,447,423	£ 3,807,503

The notes on pages 19 to 36 form part of these financial statements

### 1. CHARITY INFORMATION

Shiplake College's principal activity continues to be the provision of an independent school with facilities for boarding and day boys aged 11 to 18 and for girls aged 16 to 18. The incorporated charity (charity number 309651, company number 612809), is domiciled in the UK. The address of the registered office is Shiplake College, Henley on Thames, Oxon,RG9 4BW

### 2. STATEMENT OF ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the charitable company and its subsidiary company's financial statements.

### a) Accounting convention

The financial statements have been prepared in accordance with 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) (effective 1 January 2015) – Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Shiplake Court Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The results of the subsidiary are presented in the consolidated SOFA by disclosing the income and expenditure derived from its activities separately from those of the Charity. An Income and Expenditure account for the subsidiary is included in note 5. The company's assets and liabilities are included in the balance sheet on a line-by-line basis, in accordance with the SORP. No separate SOFA has been presented for the Charity as permitted the Charities SORP and section 408 of the Companies Act 2006.

Having reviewed the funding facilities available to the College together with the expected on-going demand for places and the schools' projected cash flows, the Governors have a reasonable expectation that the College has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to operate the going concern basis in preparing the financial statements

### b) Unrestricted general funds

These are funds which can be used in accordance with the charitable objects at the discretion of the directors.

### c) Designated funds

These are funds set aside by the directors out of unrestricted general funds for specific future purposes or projects.

### d) Restricted funds

These are funds that can only be used for specific restricted purposes within the objects of the charitable company as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of relevant overheads.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### 2. ACCOUNTING POLICIES (CONTINUED)

### e) Income

All incoming resources are included in the statement of financial activities when the charitable company is legally entitled to the income, receipt is probable and the amount can be quantified with reasonable accuracy.

### f) Fees and similar income

Fees receivable and charges for services and use of premises are accounted for in the period in which the service is provided. Fees receivable are stated after deducting allowances, scholarships and other remissions granted by the college.

### g) Income from pupil extras

Charges are made to pupils to cover the cost of 'Extras'. In some cases the costs slightly exceed the charges made and in others there is a small surplus remaining. The intention is for pupils to pay for these costs but not to achieve a profit on recharging.

### h) Expenditure

Expenditure is accrued as soon as a liability is considered probable, discounted to present value for longer term liabilities.

It is summarised under functional headings on a direct cost basis. Overhead and other costs not directly attributable to particular functional activity categories are apportioned over the relevant categories on the basis of management estimates of the amount attributable to that activity in the yearly reference to staff time. The irrecoverable element of VAT is included with the item of expense to which it relates.

Governance costs comprise the costs of running the charitable company, including strategic planning for its future development, external audit, any legal advice for the directors, and all costs of complying with constitutional and statutory requirements, such as the costs of Board and Committee meetings and of preparing statutory accounts and satisfying public accountability.

### i) Pension schemes

The charitable company contributes to the Teachers Superannuation Scheme at rates set by the scheme actuary and advised to the board by the scheme administrator. The Scheme is a multi-employer pension scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the college. In accordance with FRS 102 therefore, the scheme is accounted for as a defined contribution scheme.

The charity contributes to the Pensions Trust Growth Plan for certain of its employees. This is in most respects a money purchase arrangement, but does include certain guaranteed benefit elements. The Plan is a multi-employer scheme as it is not possible in the normal course of events to identify the share of the underlying assets belonging to the individual participating employers and accordingly, in accordance with FRS102, is accounted for as a defined contribution scheme with contributions being recorded as they become payable. However, the School also makes deficit contributions to the scheme, in accordance with FRS 102 these payments have been measured at fair value and included as a liability on the balance sheet.

The charity also contributes to a Personal Pension Plan. The contributions are charged to the Statement of Financial Activities in the year in which they are payable.

### 2. ACCOUNTING POLICIES (CONTINUED)

### j) Financing costs

Financing costs include amounts accrued in accordance with the terms of the Advance Fee contracts.

### k) Tangible fixed assets and depreciation

Depreciation is provided on all tangible assets in order to write off their cost less residual value over their estimated useful lives at the following rates:-

Freehold property
Vehicles, mowers and furniture

2% on cost 25% on cost

Sports equipment and boats

20-25% on cost

John Turner equipment

10% on cost

Items are capitalised on an individual assessment basis.

All non-standard depreciation lives are agreed by the Bursar.

### I) Stocks

Stocks are valued at the lower of cost and net realisable value.

### m) Taxation

The company is a registered charity. It has no liability to Corporation Tax on any of its sources of income or any chargeable gains realised to date.

### n) Financial instruments

Basic financial instruments include debtors and creditors. Debtors and creditors are initially recognised at transaction value and subsequently measured at amortised cost. Note 25 provides more information on financial instruments where future cash flows are anticipated, with financial assets referring to fixed asset investments, cash, debtor balances excluding prepayments, and financial liabilities referring to all creditor balances excluding deferred income and social security and other taxes.

Derivatives, including interest rate swaps, are not basic financial instruments. Derivatives are initially recognised at fair value on the date a derivative contract is entered into and are subsequently remeasured at their fair value. Changes in the fair value of derivatives are recognised in the Statement of Financial Activities. The charity does not currently apply hedge accounting for interest rate derivatives.

### o) Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

### p) Parents' deposits

The Governors have reviewed the contract terms under which Pupil fee deposits are held by the School. Although under normal circumstances these will be repaid over future years when the pupils complete their education at the school, pupils can leave at earlier dates. The School does not therefore have an unconditional right to retain the individual deposits for at least 12 months after the balance sheet date and, in line with the requirements in FRS 102, the balance of the deposits held at 31 August 2018 have been included within current liabilities. The prior year Pupil fee deposits balance has been similarly represented.

### 3. JUDGEMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the charity's accounting policies, which are described in note 2 trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The Governors consider that there are no material judgements in applying accounting policies on key sources of estimation uncertainty.

### 4. COLLEGE FEES

	2018	2017
	£	£
The college's fee income comprised:		
Gross fees	11,437,891	10,690,371
•	<u>(1,219,607</u> )	<u>(1,178,925</u> )
	<u> 10,218,284</u>	<u>9,511,446</u>

### 5. TRADING INCOME AND EXPENDITURE

Shiplake Court Limited owns 100% of Shiplake Court Enterprises Limited. This company provides catering facilities, entertainment, and recreational activities and donates its annual taxable profits to the college under the Gift Aid Scheme. Trading results extracted from its audited financial statements are shown below:-

	2018 £	2017 £
Turnover Cost of sales	56,346 (34,355)	118,858 (63,500)
Gross Profit Administrative expenses	21,991 <u>(17,243)</u>	55,358 (29,074)
Net Profit	4,748	26,284
Gift aid donation	<del>-</del>	(26, 250)
Retained profit	<u>4,748</u>	34
Net Assets	<u>7,642</u>	<u>2,894</u>

Included above are £5,071 (2017: £36,788) of intra-group costs which are eliminated on consolidation.

The registered office of Shiplake Court Enterprises Limited is: Shiplake College, Henley on Thames, Oxon, RG9 4BW

6.	ANCILLARY TRADING INC	OME				
					2018 £	2017 £
	Insurance commission Registration fees Learning support income Fees in lieu of notice Overnight stay income Forfeited deposits School trips, events and tra Other income	ivel			20,388 31,362 260,450 40,820 21,538 50,632 389,114 28,467	31,169 29,823 219,825 10,700 36,049 (86) 346,760 33,539
					<u>842,771</u>	<u>707,779</u>
7.	NON ANCILLARY TRADING	G INCOME				
					2018 £	2017 £
	Bank and credit card surcha Late payment surcharges Miscellaneous income External courses - Ardmore Trading - turnover Rental income				64 12,842 23,753 176,153 56,346 86,470	525 10,363 110,555 221,890 118,858 86,284
				·	355,628	<u>548,475</u>
8.	TOTAL RESOURCES EXPE	ENDED				
		Staff costs £	Depreciation £	Other £	2018 £	2017 £
	Charitable expenditure					
	Teaching costs Welfare costs Premises costs Support costs	3,862,482 287,219 398,153 1,146,967	51,067 - 443,997 	531,676 1,198,177 1,229,660 1,046,836	4,445,225 1,485,396 2,071,810 2,231,986	4,494,316 1,659,077 2,119,719 1,857,727
		5,694,821	533,247	4,006,349	10,234,417	10,130,839
	Cost of generated funds Finance and other costs Governance	<u>.</u>	- -	57,352 14,430	57,352 14,430	88,516 16,797
	CHARITY	5,694,821	533,247	4,078,131	10,306,199	10,236,152
	Trading expenditure	<del>-</del>		46,527	46,527	<u>82,036</u>
	GROUP	<u>5,694,821</u>	533,247	<u>4,124,658</u>	10,352,726	<u>10,318,188</u>

### 8. TOTAL RESOURCES EXPENDED CONTINUED

Expe	enditure – Other disclosures	2018 £	2017 £
a)	Charitable expenditure includes: Welfare costs include wages and employment charges paid to outside caterers Minor building and refurbishment costs expensed	494,490 <u>406,466</u>	497,910 606,262
b)	Charity management and administration includes: Audit fees - Consolidated	<u>13,935</u>	13,530
c)	Finance costs: Fee interest payable parents Bank charges and interest	2,596 <u>54,932</u>	6,329 55,314
d)	Insurance costs	<u>57,528</u> 57,983	<u>61,643</u> <u>54,423</u>
e)	Profit on sale of tangible fixed assets	22,500	6,600
f)	The directors have trustee's indemnity insurance which is included in the employer's liability insurance of the charitable company.		

WAGES AND SALARIES	2018	2017
·	£	£
Wages and salaries	4,658,446	4,384,464
Social security costs	479,929	459,720
Pension contributions	<u>556,446</u>	<u>510,571</u>
	<u>5,694,821</u>	<u>5,354,755</u>
	No.	No.
The average number of employees in the period was:		
Teaching	86	79
Welfare	28	28
Premises	13	11
Support	49	45
	<u> 176</u>	163
The number of employees whose emoluments exceed	led £60,000:	
£60,001 - £70,000	3	
£100,001 - £110,000	•	1
£170,001 - £180,000	1	
Number of higher paid employees contributing to a pension	on scheme4	
Number of higher paid employees contributing to a pension		

The directors received no remuneration or other benefits for the year. During the year no directors were reimbursed expenses in relation to attendance at trustee training (2017: nil).

Key management personnel include the directors and officers listed on page 1. Key management personnel received aggregate remuneration including Employers Pension, NI and Benefit in Kind of £540,070 (2017: £611,728).

Included within staff costs are termination payments totalling £1,224 (2017: £71,000).

10.	TANGIBLE FIXED AS	SETS					
	GROUP	Freehold Property £	Assets in the course of construction £	Fixtures & Fittings £	Boats & Sports Equipment £	Vehicles & Mowers £	Total £
	COST:						
	At 1 September 2017	16,171,060	168,820	1,266,179	659,796	301,490	18,567,345
	Additions Disposals	14,833	153,997	84,934	72,247 (5,000)	80,956 (55,645)	406,967 (60,645)
	Transfers	119,053	(138,803)	<u>19,750</u>			
	At 31 August 2018	<u>16,304,946</u>	184,014	1,370,863	727,043	326,801	<u> 18,913,667</u>
	ACCUMULATED						
	<b>DEPRECIATION:</b> At 1 September 2017	5,358,571	-	669,445	565,193	211,024	6,804,233
	Charge for the year Disposals	323,839	<u>.</u>	120,158 	51,067 (5,000)	38,183 <u>(53,509)</u>	533,247 (58,509)
	At 31 August 2018	5,682,410	<u>.</u>	789,603	611,260	195,698	7,278,971
	NET BOOK VALUE: At 31 August 2018	<u>10,622,536</u>	184,014	581,260	<u>115,783</u>	<u>131,103</u>	<u>11,634,696</u>
	At 1 September 2017	<u>10,812,489</u>	<u>168,820</u>	<u>596,734</u>	94,603	90,466	<u>_11,763,112</u>
			Assets in				
	CHARITY	Freehold Property £	the course of construction	Fixtures & Fittings £	Boats & Sports Equipment £	Vehicles & Mowers £	Total £
	CHARITY  COST: At 1 September 2017	Property	the course of construction	Fittings	Sports Equipment	Mowers	
	COST: At 1 September 2017 Additions	Property £	the course of construction £	Fittings £	Sports Equipment £  659,796  72,247	Mowers £ 301,490 80,956	£ 18,552,985 406,967
	COST: At 1 September 2017	Property £	the course of construction £	Fittings £ 1,251,819	Sports Equipment £ 659,796	Mowers £ 301,490	£ 18,552,985
	COST: At 1 September 2017 Additions Disposals	Property £  16,171,060  14,833	the course of construction £ 168,820 153,997	Fittings £ 1,251,819 84,934	Sports Equipment £  659,796  72,247	Mowers £ 301,490 80,956	£ 18,552,985 406,967
	COST: At 1 September 2017 Additions Disposals Transfers At 31 August 2018 ACCUMULATED DEPRECIATION:	Property £ 16,171,060 14,833 - 119,053 16,304,946	the course of construction £ 168,820 153,997 (138,803)	1,251,819 84,934 19,750	Sports Equipment £  659,796  72,247 (5,000)	301,490 80,956 (55,645) 	18,552,985 406,967 (60,645)
	COST: At 1 September 2017 Additions Disposals Transfers At 31 August 2018 ACCUMULATED	Property £ 16,171,060 14,833 	the course of construction £ 168,820 153,997 (138,803)	1,251,819 84,934 19,750	Sports Equipment £  659,796  72,247 (5,000)	Mowers £ 301,490 80,956 (55,645)	18,552,985 406,967 (60,645)
	COST: At 1 September 2017 Additions Disposals Transfers At 31 August 2018 ACCUMULATED DEPRECIATION:	Property £ 16,171,060 14,833 - 119,053 16,304,946	the course of construction £ 168,820 153,997 (138,803)	1,251,819 84,934 19,750 1,356,503	Sports Equipment £  659,796  72,247 (5,000)	301,490 80,956 (55,645) 	£  18,552,985  406,967 (60,645)
	COST: At 1 September 2017  Additions Disposals Transfers  At 31 August 2018  ACCUMULATED DEPRECIATION: At 1 September 2017  Charge for the year	Property £ 16,171,060 14,833 	the course of construction £ 168,820 153,997 (138,803)	1,251,819 84,934 19,750 1,356,503	Sports Equipment £  659,796  72,247 (5,000)  727,043  565,193  51,067	301,490 80,956 (55,645) 326,801 211,024 38,183	£  18,552,985  406,967 (60,645)   18,899,307  6,789,873  533,247
	COST: At 1 September 2017  Additions Disposals Transfers  At 31 August 2018  ACCUMULATED DEPRECIATION: At 1 September 2017  Charge for the year Disposals	Property £ 16,171,060 14,833 	the course of construction £ 168,820 153,997 (138,803)	1,251,819 84,934 19,750 1,356,503 655,085 120,158	Sports Equipment £  659,796  72,247 (5,000)  727,043  565,193  51,067 (5,000)	301,490 80,956 (55,645) 326,801 211,024 38,183 (53,509)	18,552,985 406,967 (60,645) 

11.	INVESTMENTS – Charity only				
	Charity			2018 £	2017 £
	Investment in subsidiary company –	8 ordinary shar	es of £1 each	8	8
12.	STOCKS				
		G	roup	Cha	arity
		2018 £	2017 £	2018 £	2017 £
	Stocks	<u>22,763</u>	<u>13,524</u>	22,709	<u>13,118</u>
4.0					
13.	DEBTORS	c	roup	Ch	arity
		2018	2017	2018	2017
		£	£	£	£
	Fees ledger	3,202,273	2,894,556	3,195,789	2,888,376
	Other debtors	53,277	77,158	53,277	77,158
	Shiplake Court Enterprises Limited	-	-	5,182	36,873
	Prepayments and accrued income	<u>239,804</u>	<u>801,064</u>	237,402	<u>799,706</u>
		<u>3,495,354</u>	<u>3,772,778</u>	<u>3,491,650</u>	<u>3,802,113</u>
14.	CREDITORS: due within one year	,			
		2018	roup	2018	arity
		£	2017 £	£	2017 £
	Pank loons (see note 17)	76,976	76,976	76,976	76,976
	Bank loans (see note 17) Trade creditors	466,283	475,393	451,506	455,229
	Social Security and other taxes	124,549	124,572	123,100	118,103
	Other creditors	35,965	121,732	35,965	121,732
	Deposits	592,072	608,052	586,541	603, 194
	Accruals and deferred income	4,248,396	<u>4,016,624</u>	4,244,318	<u>4,004,774</u>
		5,544,241	5,423,349	5,518,406	5,380,008
	Advance fees (see note 15)	92,618	<u>92,685</u>	92,618	<u>92,685</u>
		<u>5,636,859</u>	<u>5,516,034</u>	<u>5,611,024</u>	<u>5,472,693</u>

### 15. ADVANCE FEE PAYMENTS

Parents may enter into a contract to pay to the school up to the equivalent of five years fees in advance.

Partial refund may be made subject to specific conditions on the receipt of one term's notice. Assuming pupils will remain in the college, advance fees will be applied as follows:-

Group		
2018	2017	
£	£	
-	-	
<u>68,121</u>	<u>71,588</u>	
68,121	71,588	
92,618	<u>92,685</u>	
<u>160,739</u>	<u>164,273</u>	
	2018 £ 68,121 92,618	

The balance represents the accrued liability under the contracts.

The movements during the year were:-

	Group		
	2018	2017	
	£	£	
Balance at 1 September 2017	164,273	233,069	
New Contracts	<u>68,877</u>	<u>66,475</u>	
	233,150	299,544	
Amounts utilised in the payment of the college fees	<u>(72,411)</u>	(135,271)	
Balance at 31 August 2018	<u>160,739</u>	<u>164,273</u>	

### 16. CREDITORS - GROUP AND COMPANY: Amounts falling due after more than one year

	2018 £	2017 £
Bank loans (see note 17)	734,613	800,359
Advance fees (see note 15) Derivative contract	68,121 <u>166,226</u>	71,588 <u>241,955</u>
	<u>968,960</u>	<u>1,113,902</u>

The Group has loan facilities available totalling £811,589 (2017: £877,335). There is a hedging instrument in place to protect itself against increases in interest rates in line with the group's interest rate management policy. The hedging instruments, which have been measured at fair value are recognised in the financial statements in accordance with FRS102.

### 17. BANK LOANS

The aggregate amount repayable by instalments

	Gro	up	Charity		
	2018	2017	2018	2017	
	£	£	£	£	
In less than 1 year	76,976	76,976	76,976	76,976	
Between 1 and 2 years	76,976	76,976	76,976	76,976	
Between 2 and 5 years	657,637	723,383	657,637	723,383	
	<u>811,589</u>	<u>877,335</u>	<u>811,589</u>	<u>877,335</u>	

The bank loan is secured by a series of fixed charges over the charitable company's freehold property.

Interest on the loan is variable. In order to save bank interest, the charitable company's bank accounts have been consolidated into one account.

As the bank loan is included in the College's consolidated agreement it is technically repayable on demand. However, as the loan has a specific repayment schedule the balances have been disclosed in accordance with these terms.

### 18. SHARE CAPITAL

	2018	2017
	£	£
Allotted, called up and fully paid		
16 Ordinary shares of £1 each	16	16

### 19. ANALYSIS OF NET ASSETS BETWEEN FUNDS - Group

2018	Fixed Assets £	Net Current Assets £	Long Term Liabilities £	Total 2018 £
Restricted Funds General Funds Share capital	11,634,696 	48,941 3,279,724 16	(1,031,619) 	48,941 13,882,801 <u>16</u>
	<u>11,634,696</u>	3,328,681	(1,031,619)	<u>13,931,758</u>
2017	Fixed Assets £	Net Current Assets £	Long Term Liabilities £	Total 2017 £
Restricted Funds General Funds Share capital	11,763,112 ———————————————————————————————————	18,834 2,058,921 <u>16</u>	(1,185,143) 	18,834 12,636,890 16
	<u>11,763,112</u>	<u> 2,077,771</u>	<u>(1,185,143</u> )	<u>12,655,740</u>

### 20. FUNDS

Restricted Funds 2018	1 Sej	lance otember 017	Incoming Resources		sources pended	Transfers	Balance 31 August 2018
	_	£	£		£	£	£
Other restricted funds	s <u>18</u>	3 <u>,834</u>	40,437		(12,130)	1,800	48,941
	18	<u>8,834</u>	40,437		(12,130)	1,800	<u>48,941</u>
Unrestricted Funds 2018	Balance 1 September 2017	Incomin Resource	9		Gains/ (losses)	Transfers	Balance 31 August 2018
	£	£	£		£	£	£
Designated fund - Legacy fund Designated fund -	493,778	(6	84)	-	-	-	493,094
Leavers deposits Designated fund - Rowing	- 104,761	9,09 52,80		(980) ',552)	-	(8,070)	130,070
Fixed Asset fund General fund	10,885,777 <u>1,149,688</u>	11,308,5		3,247) <u>3,749)</u>		484,936 (478,666)	10,837,466 2,414,537
CHARITY	12,634,004	11,369,70	62 (10,202	2,528)	75,729	(1,800)	13,875,167
Non-charitable trading funds	<u>2,886</u>	56,3	<u>46 (51</u>	,598)			7,634
GROUP	12,636,890	11,426,10	<u>(10,254</u>	<u>1,126)</u>	<u>75,729</u>	(1,800)	<u>13,882,801</u>

In accordance with the school's policy, transfers from restricted funds have been made to reflect the fact that the donors' restrictions have been fulfilled.

The directors have treated the income received from rowing as a separate fund. The income will be expended on a new boat or equipment.

20.	FUNDS (continued)	ı						
	Restricted Funds 2017	1 Se		ncoming esources		sources pended	Transfers	Balance 31 August 2017
		_	£	£		£	£	£
	Rowing camp							
			0,838	44,283	(	(30,360)	(104,761)	-
	John Turner Appea Fund		2,378				(2,378)	
	Other restricted fun		2,378 7,01 <u>3</u> _	32,65 <u>8</u>		(20,837)	(2,376)	18,834
				02,000				<u>, 0,00 ;</u>
			<u>0,229</u>	<u>76,941</u>		<u>(51, 197)</u>	<u>(107,139)</u> _	<u> 18,834</u>
	Unrestricted Funds 2017	Balance 1	Incoming Resources	Resour Expend		Gains/ (losses)	Transfers	Balance 31 August
		September 2016		·		_	_	2017
	Designated fund	£	£	£		£	£	£
	Designated fund - Legacy fund	_	493,778		_	_	_	493,778
	Leavers deposits  Designated fund -	20,503	-		-	-	(20,503)	
	OVS boat rowing club	25,254	-		-	-	(25, 254)	-
	Designated fund - Junior Viking rowing subs	6,113	-		-	-	(6,113)	-
	Designated fund -					,		
	Rowing Fixed asset fund		-		-	-	104,761 10,885,777	104,761 10,885,777
	General fund	<u>11,382,587</u>	<u>10,589,893</u>	(10,061,8	<u>-</u> 384)	<u>70,621</u>	(10,831,529)	
	CHARITY	11,434,457	11,083,671	(10,061,8	884)	70,621	107,139	12,634,004
	Non-charitable	2.054	440 050	(110.6	2021			2 000
	trading funds	<u>2,851</u>	<u>118,858</u>	<u>(118,8</u>	023)		<del>_</del>	2,886
	GROUP	<u>11,437,308</u>	<u>11,202,529</u>	<u>(10,180,7</u>	<u>707)</u>	<u>70,621</u>	<u>107,139</u>	<u>12,636,890</u>

### 21. CAPITAL COMMITMENTS

At the year end the school has no (2017: £nil) contracted capital commitments.

### 22. PENSIONS

The School participates in the Teachers' Pension Scheme (England and Wales) ("the TPS") for its teaching staff. The pension charge for the year includes contributions payable to the TPS of £460,665 (2017: £438,778) and at the year-end £62,659 (2017: £56,967) was accrued in respect of contributions to this scheme.

The TPS is an unfunded multi-employer defined benefits pension scheme governed by The Teachers' Pensions Regulations 2010 (as amended) and The Teachers' Pension Scheme Regulations 2014 (as amended). Members contribute on a "pay as you go" basis with contributions from members and the employer being credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

The employer contribution rate is set by the Secretary of State following scheme valuations undertaken by the Government Actuary's Department. The most recent actuarial valuation of the TPS was prepared as at 31 March 2012 and the valuation report, which was published in June 2014, confirmed an employer contribution rate for the TPS of 16.4% from 1 September 2015. Employers are also currently required to pay a scheme administration levy of 0.08% giving a total employer contribution rate of 16.48%.

This employer rate will be payable until the completion and outcome of the next actuarial valuation which is being prepared as at 31 March 2016. Her Majesty's Treasury published draft Directions for the TPS on 6 September 2018 to allow the Department for Education to finalise this valuation. Early indications from the valuation are that the amount employers will be required to pay towards the scheme may increase substantially from September 2019.

There are also indications that the protections in the new cost cap mechanism required by the Public Service Pensions Act 2013 mean public sector workers will get improved pension benefits for employment over the period April 2019 to March 2023.

### Support Staff - Defined Benefit Scheme

Certain employees of Shiplake College Ltd are entitled to membership of the Pension Trust Growth Plan ("the Plan"). This is a multi-employer pension plan, which in most respects is a money purchase arrangement, although it does include certain guarantee elements as described below.

Contributions paid into the Plan up to and including September 2001 were converted to defined amounts of pension payable from normal retirement dates. From October 2001, contributions were invested in personal funds which have a capital guarantee and which are converted to pension on retirement, either within the Plan or by the purchase of an annuity.

The Trustee commissions an actuarial valuation of the Plan every three years. The purpose of the actuarial valuation is to determine the funding position of the Plan by comparing the assets with the past service liabilities as at the valuation date. Asset values are calculated by reference to market levels. Accrued past service liabilities are valued by discounting expected future benefits payments using a discount rate calculated by reference to the expected future investment returns.

The rules of the Plan give the Trustee the power to require employers to pay additional contributions in order to ensure that the statutory funding objective under the Pensions Act 2004 is met. The statutory funding objective is that a pension scheme should have sufficient assets to meet its past service liabilities, known as Technical Provisions.

If the actuarial valuation reveals a deficit, the Trustee will agree a recovery plan to eliminate the deficit over a specified period of time either by way of additional contributions from employers, investment returns or a combination of these.

### 22. PENSIONS (continued)

The latest formal valuation of the Plan at 30 September 2014 was performed by a professionally qualified Actuary using the Projected Unit Method. The market value of the Plan's assets at the valuation date was £793 million and the Plan's Technical Provisions (i.e. past service liabilities) were £928 million. The valuation therefore revealed a shortfall of assets compared with the value of liabilities of £177 million, equivalent to a funding level of 82%.

The Scheme Actuary prepared a funding position update as at 30 September 2013. The market value of the Plan's assets at that date was £772 million and the Plan's Technical Provisions (i.e. past service liabilities) were £927 million. The update, therefore, revealed a shortfall of assets compared with the value of liabilities of £155 million, equivalent to a funding level of 83%.

Shiplake College Ltd paid contributions at the rate of 13.2% from September 2014 totalling £47,534 (2017: £71,793) during the accounting period. Members paid contributions were paid at the rate of 6.3% during the accounting period. The School has also paid deficit contributions of £19,482 (2017: £7,392) during the year as required by the Trustees of the Scheme, it is expected that these will continue for the foreseeable future. The School continues to offer membership of the Plan to certain employees.

Shiplake College Ltd has been advised by the Plan trustee that, in the event that it was to withdraw its membership of the Plan, it had an estimated contingent liability of £293,545 at 31 March 2012. This debt will not crystallise while Shiplake College Ltd continues to have one or more active members in the scheme.

The amount of the above potential debt depends on many factors including total Plan liabilities, Plan investment performance, the liabilities in respect of current and former employees of Shiplake College Ltd, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of the debt can therefore be volatile over time.

Finally, there were contributions payable to personal pension schemes of £28,765 (2017: £2,625), there were no outstanding contributions at either year end.

### 23. RELATED PARTY TRANSACTIONS

The subsidiary, Shiplake Court Enterprises Limited, provides catering facilities, entertainment and recreational activities at Shiplake College. The subsidiary donates its annual taxable profits to the Trust under Gift Aid. The gift aid donation for this year was £nil (2017: £26,250). During the year Shiplake Court Limited received a management charge of £5,071 (2017: £10,538). At the year end the balance outstanding was a debtor of £5,182 (2017: £36,873 debtor). Gift aid relating to the 2017/2018 year end of £4,060 will be paid in 2018/2019.

Mrs Davies, the Headmaster's wife is employed at the school under a separate contract of employment and under the appointment and approval of the Governors.

### 24. COMMITMENTS UNDER OPERATING LEASES

At 31 August 2018 the School had future minimum lease payments under non-cancellable operating leases as follows:

	2018	2017
	£	£
Land and buildings:		
Amounts due in 1 year	13,359	38,867
Amounts due in 2 - 5 years	44,198	46,180
Amounts due in 5 years	23,068	32,964
	80,625	118,011
Office equipment:		
Amounts due in 1 year	29,611	25, 271
Amounts due in 2 - 5 years	52,624	65,944
Amounts due in 5 years	23,040	<u>34,560</u>
	105.275	125,775

### 25. FINANCIAL INSTRUMENTS

Financial assets held at amortised cost are fees receivable, other debtors, amounts due from group companies and cash at bank.

Financial liabilities held at amortised cost are bank loans, trade creditors, other creditors and accruals.

Included within financial instruments held at fair value is the pension deficit and derivative contract.

GROUP	2018 £	2017 £
Financial assets measured at amortised cost	8,704,442	6,779,217
Financial liabilities measured at amortised cost	1,493,293	1,868,916
Financial liabilities measured at fair value	228,885	313,196

The group's income, expense, gains and losses in respect of financial instruments are summarised below:

·	2018	2017
	£	£
Interest income and expense:		
Total interest income for financial assets held at amortised cost	13,710	3,394
Total interest expense for financial liabilities held at amortised cost	54,932	55,314
Impairment loss (movement in bad debt provision)	(4,260)	21,202

### 25. FINANCIAL INSTRUMENTS (continued)

•	2018	2017
	£	£
COLLEGE		
Financial assets measured at amortised cost	8,666,247	6,697,881
Financial liabilities measured at amortised cost	1,585,570	1,852,823
Financial liabilities measured at fair value	228,885	313,196

The group's income, expense, gains and losses in respect of financial instruments are summarised below:

	2018 £	2017 £
Interest income and expense:		
Total interest income for financial assets held at amortised cost	13,170	3,394
Total interest expense for financial liabilities held at amortised cost	54,932	55,314
Impairment loss	(4,260)	21,202

### 26. COMPARATIVE 2017 STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted funds £	Total 31 August 2017 £
INCOME FROM:			
Voluntary income	<b></b>		
Donations Charitable Activities:	511,119	76,941	588,060
College fees	9,511,446	-	9,511,446
Ancillary trading income	707,779	-	707,779
Income from generated funds:	2 204		2 20 4
Investment Income Non-ancillary trading income	3,394 462,191	-	3,394 462,191
Other income	6,600		6,600
Total	<u>11,202,529</u>	<u>76,941</u>	<u>11,279,470</u>
EXPENDITURE ON: Charitable Activities:			
School operating costs Raising funds:	9,993,358	51,197	10,044,555
Trading expenses	82,036	-	82,036
Finance and other costs	<u>105,313</u>		<u>105,313</u>
Total	<u>10,180,707</u>	51,197	10,231,904
Net income	1,021,822	<u>25,744</u>	<u>1,047,566</u>
Other recognised gains/(losses)			
Fair value movement on derivative contracts	<u>70,621</u>		70,621
Net movement in funds	1,199,582	(81,395)	1,118,187
Fund balances at 1 September 2016	<u>11,437,308</u>	100,229	<u>11,537,537</u>
Total funds at 31 August 2017	<u>12,636,890</u>	<u>18,834</u>	<u>12,655,724</u>