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#### **COMPANY REGISTRATION NUMBER 1489366**

# ST. MICHAEL'S SCHOOL (LEIGH-ON-SEA) LIMITED COMPANY LIMITED BY GUARANTEE FINANCIAL STATEMENTS 31 AUGUST 2006

**Charity Number 280688** 



## **EDMUND CARR**

Chartered Accountants & Registered Auditors
146 New London Road
Chelmsford
Essex
CM2 0AW

## FINANCIAL STATEMENTS

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## TRUSTEES ANNUAL REPORT

#### **YEAR ENDED 31 AUGUST 2006**

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements of the charity for the year ended 31 August 2006.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name

ST. MICHAEL'S SCHOOL (LEIGH-ON-SEA) LIMITED

Charity registration number

280688

Company registration number

1489366

Registered office

198 Hadleigh Road

Leigh-on-Sea

Essex SS9 2LP

#### The trustees

The trustees who served the charity during the period were as follows:

Rev R H Eastoe

Mr D P Braby

Mis P M Durrant

Mrs A Chesher

Mrs N A Houston

Mrs R Rainey

Mr S Mills

Mr P R Thomas

Mrs J A Bendkowski

Mr G de Lacy Costello

Mr David A Taylor

(Retired 12 June 2006)

Secretary

Karen Orwell

Auditor

**Edmund Carr** 

Chartered Accountants & Registered Auditors 146 New London Road

Chelmsford

Essex

CM2 0AW

**Bankers** 

HSBC Bank PLC

48 High Street

Rayleigh Essex

SS67JH

550 /311

#### TRUSTEES ANNUAL REPORT (continued)

#### YEAR ENDED 31 AUGUST 2006

# STRUCTURE, GOVERNANCE AND MANAGEMENT

**Governing Document** 

The Charity is governed by its Memorandum and Articles of Association dated 3rd April 1980, amended 8th December 2003, although St. Michael's was first founded as a school in 1922.

The School premises and Chapel are the subject of a scheme including appointment of Trustee and vesting, registered with the Charity Commissioners on 1st November 1976, between The Chelmsford Diocesan Board of Finance Limited and the School.

#### **Governing Body**

The structure of the Charity consists of a Board of Governors, the Chairman of which is appointed by The Chelmsford Diocese and who is always the Vicar of St. Margaret's Church, Leigh-on-Sea. The Governing Body shall consist of not more than four nominated Governors and not more than eight coopted Governors. Not more than two appointments shall be made by The Diocese of Chelmsford, and not more than one appointed by the St. Michael's School Association. Of the co-opted Governors at least four shall be appointed from among persons for the time being on the electoral roll of St. Margaret's Church, Leigh-on-Sea.

#### **Recruitment and Training of Governors**

The Charity's elected Governors are appointed at a Meeting of the Governors on the basis of nominations received either from the Diocese, St. Margaret's Church, the St. Michael's School Association or the Governors. New Governors are inducted into the workings of the Charity and School.

#### **Organisational Management**

The Governors, as the charity trustees of the Charity, are legally responsible for the overall management and control of the School and meet at least three times per year. The work of implementing most of their policies is carried out by the various committees; Finance, Personnel, Buildings and Health and Safety, although the final approvals have to be given by the whole Governing Body. The Finance Committee, together with the Bursar, are responsible for preparing and recommending the Budget and recommending for approval the audited accounts. At these meetings the major risks facing the school are discussed and appropriate systems established to mitigate these risks.

The day to day running of the school is delegated to the Head and supported by the Bursar and Senior Management Team. The Head and Bursar attend all of the above Committees.

#### TRUSTEES ANNUAL REPORT (continued)

#### **YEAR ENDED 31 AUGUST 2006**

#### **OBJECTIVES AND ACTIVITIES**

Charitable Objects

The Charity's objects as set out in its Memorandum and Articles of Association are to carry on a School as an educational Charity and to provide for the training and instruction of pupils on the basis of Christian principles.

#### Aims and Intended Impact

St. Michael's School aims, within a Christian framework, to lay the foundation for a happy and successful life. The aim is for each child to develop as an individual within the community. As the child gains from the community so the child should give to that community. The School aims for them to make the most of the many opportunities available to them and develop to their full potential, whilst recognising and respecting differences.

#### Objectives for the Year

The objectives for the year are laid out clearly in the annual School Development Plan. One of the main focuses this year has been on, what has turned out to be, an outstanding ISI Inspection. Another main objective has been the continued achievement of academic performance by pupils.

#### Strategies to achieve the year's objectives

Department plans, which form the School Development Plan, are closely tied in to the on-going programme of Performance Management Objectives mutually agreed between Team Leaders and Team Members followed up with interim and annual reviews. This is supported by staff training and development through courses and 'in house' training programmes.

#### Principal activities of the year

The Charity principally provides high quality education to boys and girls between the ages of 3 - 11.

This year, St Michael's averaged 282 pupils. Waiting lists are good although there is a smaller number than usual for the 2006-07 Nursery intake which is in line with a lower than normal National birth rate for that age group.

#### **Volunteers**

St. Michael's School Association has done sterling work throughout the year by running a variety of enterprising and fun activities that have raised considerable funds for the School. Reading parents together with visitors, Community police, Road Safety Officers and Walking Bus advisors have also contributed hugely to the benefit of the School and the Governing Body would like to take this opportunity to say how much we appreciate their continuing and valuable support.

#### TRUSTEES ANNUAL REPORT (continued)

#### YEAR ENDED 31 AUGUST 2006

#### ACHIEVEMENTS AND PERFORMANCE

Operational performance of the school

This year saw an excellent performance in Key Stage 1 and Key Stage 2 results. Of the 40 children in Form 2, for Key Stage 1, 98% achieved a level 2b or above for Reading, 95% achieved a level 2b or above for Writing and 95% achieved level 2b or above for Maths. Level 3, the highest level which can be awarded at Key Stage 1, was achieved by 58% of the children in Reading, 28% in Writing and 43% in Maths. The Key Stage 2 results saw 92% achieving level 4 or above in English, 95% with a Level 4 or above for Maths and 97% with a Level 4 or above for Science. Level 5, the highest level which can be awarded at Key Stage 2, was achieved by 78% of children in English, 68% in Maths and 75% in Science. Of the 37 children who sat the 11+, a pleasing 78% were awarded selective places.

The School has taken part in an Independent/State Schools Art Partnership between 3 schools that has seen the same number of large ceramic mosaics being researched and put together depicting the history of the local area in which each of the schools is based. The process involved many joint and individual workshops and culminated in a beautiful piece of art work being permanently affixed to the end of the external Chapel wall.

An ISI inspection took place in January 2006, and the results were made available to all parents. The broad conclusions were that the school has many strengths and it successfully achieves its aims and objectives with outstanding or good judgements having been awarded in all areas of inspection.

#### FINANCIAL REVIEW

The school's operating surplus of £67,510 was above our budgeted forecast mainly due to a better than expected pupil roll and lower than anticipated salary costs. This is particularly pleasing when considering our total fee increases over the past 5 years are some 7.5% below the National published average.

#### Reserves policy

The Governors have reviewed the charity's needs in line with the guidance issued by the Charity Commission. General reserves include a sum of £105K set aside towards general running costs in case of unforeseen circumstances. To this we have added a further 5% (£5,250) to increase the overall sum to £110,250. A further reserve of £61,838 was set aside towards future anticipated projects including scheduled repairs and possible improvements to the Nursery and car parking areas. This is to be increased to £100K. The remaining reserves are to be set aside by way of additional general reserves so that we have closer to two months running costs available to call upon in an emergency or a sudden downturn in the economy.

#### Investment policy

The Governing Body aims to maximise the total investment return within the objectives of maintaining income and approving low risk investments. A change in the amounts able to be invested in highly rated financial institutions gives way for a slightly improved rate of return without compromising risk.

#### TRUSTEES ANNUAL REPORT (continued)

#### YEAR ENDED 31 AUGUST 2006

#### PLANS FOR FUTURE PERIODS

In line with our Strategic Plan, the Governors are to look closely at the whole of our Nursery provision to see what improvements can be made as we decide upon our future in this area. The appointment of a new Governor with marketing expertise will enable us to decide our best course of action.

We will strive to maintain the high standards of education that already exist in this school.

To balance academic achievement through maintaining a curriculum allowing full scope for the development of spiritual and moral characteristics as well as supporting sport and social skills along with those for academic needs.

To obtain re-recognition of the Investors in People standard with a view to all staff feeling valued for the contribution they are able to make.

To continue to build links with local schools in both the state and independent sectors.

To explore ways of using the school premises and facilities for the wider use of the community.

#### RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

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

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation,

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 1985. The trustees 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

## TRUSTEES ANNUAL REPORT (continued)

#### YEAR ENDED 31 AUGUST 2006

#### **AUDITOR**

A resolution to re-appoint Edmund Carr as auditor for the ensuing year will be proposed at the Annual General Meeting.

#### **SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

Registered office: 198 Hadleigh Road Leigh-on-Sea Essex SS9 2LP Signed by order of the trustees

Masell

KAREN ORWELL Company Secretary

04/12/06

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST. MICHAEL'S SCHOOL (LEIGH-ON-SEA) LIMITED

#### YEAR ENDED 31 AUGUST 2006

We have audited the financial statements of St. Michael's School (Leigh-on-Sea) Limited for the year ended 31 August 2006 on pages 9 to 17 which have been prepared under the historical cost convention and the accounting policies set out on pages 11 to 13.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND AUDITORS

The responsibilities of the trustees (who also act as directors of St. Michael's School (Leigh-on-Sea) Limited for the purposes of company law) for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Responsibilities of the Trustees on page 5.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985, and whether the information given in the Trustees Annual Report is consistent with the financial statements. We also report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding remuneration of the trustees and other transactions is not disclosed.

We read other information contained in the Trustees Annual Report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ST. MICHAEL'S SCHOOL (LEIGH-ON-SEA) LIMITED (continued)

#### YEAR ENDED 31 AUGUST 2006

#### BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### **OPINION**

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 August 2006 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees Annual Report is consistent with the financial statements.

EDMUND CARR

Chartered Accountants

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& Registered Auditors

146 New London Road Chelmsford Essex CM2 0AW

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# STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

## YEAR ENDED 31 AUGUST 2006

|  | Note | Total Funds<br>2006<br>£ | Total Funds<br>2005<br>£ |
|--|------|--------------------------|--------------------------|
| INCOMING RESOURCES   |      |                          |                          |
| Incoming resources from generating funds:  |      |                          |                          |
| Voluntary income   | 2    | 3,255                    | •                        |
| Investment income  | 3    | 21,097                   | •                        |
| Incoming resources from charitable activities  | 4    | 1,634,655                | 1,590,429                |
| TOTAL INCOMING RESOURCES   |      | 1,659,007                | 1,615,126                |
| RESOURCES EXPENDED   |      |                          | <del></del>              |
| Charitable activities  | 5/6  | (1,573,207)              | (1,771,380)              |
| Governance costs   | 7    | (18,290)                 | (15,983)                 |
| TOTAL RESOURCES EXPENDED   |      | (1,591,497)              | (1,787,363)              |
| NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR/NET INCOME/(EXPENDITURE) FOR THE YEAR RECONCILIATION OF FUNDS | 8    | 67,510                   | (172,237)                |
| Total funds brought forward  |      | 243,634                  | 415,871                  |
| TOTAL FUNDS CARRIED FORWARD  |      | 311,144                  | 243,634                  |

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to unrestricted funds and continuing activities.

The notes on pages 11 to 17 form part of these financial statements.

## **BALANCE SHEET**

## 31 AUGUST 2006

|                                |       | 2006      |         | 2005      |         |
|--------------------------------|-------|-----------|---------|-----------|---------|
|                                | Note  | £         | £       | £         | £       |
| FIXED ASSETS                   |       |           |         |           |         |
| Tangible assets                | 10    |           | 78,385  |           | 74,624  |
| CURRENT ASSETS                 |       |           |         |           |         |
| Stocks                         | 11    | 2,504     |         | 3,304     |         |
| Debtors                        | 12    | 24,190    |         | 26,028    |         |
| Cash at bank                   |       | 502,958   |         | 458,783   |         |
|                                |       | 529,652   |         | 488,115   |         |
| CREDITORS: Amounts falling due |       | ·         |         | ·         |         |
| within one year                | 13    | (296,893) |         | (319,105) |         |
| NET CURRENT ASSETS             |       |           | 232,759 |           | 169,010 |
| TOTAL ASSETS LESS CURRENT      | LIABI | LITIES    | 311,144 |           | 243,634 |
| NET ASSETS                     |       |           | 311,144 |           | 243,634 |
|                                |       |           | -       |           |         |
| FUNDS                          |       |           |         |           |         |
| Unrestricted income funds      | 15    |           | 311,144 |           | 243,634 |
| TOTAL FUNDS                    |       |           | 311,144 |           | 243,634 |

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

These financial statements were approved by the members of the committee on the Action A. and are signed on their behalf by:

**REV R H EASTOE** 

MRS N A HOUSTON

The notes on pages 11 to 17 form part of these financial statements.

#### NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 AUGUST 2006

#### 1. ACCOUNTING POLICIES

#### Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 1985.

#### Changes in accounting format

As a result of adopting the activity approach required by the Statement of Recommended Practice for Accounting and Reporting (effective April 2005) issued by the Charity Commissioners for England and Wales, the comparative figures for the prior period have been restated in order to comply with the new formats required by the SORP.

#### Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

#### Fund accounting

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects. The objective of the designated fund is set out in the notes to the financial statements.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objectives of the charity. There are no such funds within this charity.

#### Incoming resources

Fees receivable, less bursaries and allowances, are accounted for in the period in which the service is provided. Donations and similar incoming resources are included in the year in which they are received.

#### Resources expended

All expenditure on the running of the school is considered by the trustees to be either directly related to its one charitable activity and is accounted for on an accruals basis, or related to general costs relating to the administering of the charity which are included under governance costs.

#### **Fixed assets**

All fixed assets are initially recorded at cost.

#### NOTES TO THE FINANCIAL STATEMENTS

#### YEAR ENDED 31 AUGUST 2006

## 1. ACCOUNTING POLICIES (continued)

#### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Property

- Nil

Computer Equipment

- 50% straight line

Other Equipment - 33% straight line

The company occupies premises over which it has no formal security of tenure, and it is not therefore considered appropriate to capitalise expenditure on alterations and improvements, and these are written off as they arise. Expenditure over £1,000 on other tangible fixed assets is capitalised, otherwise it is written off as incurred.

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

#### Pension costs

The charity participates in a defined benefit pension scheme operated by the Teachers Pension Agency. Contributions are payable in line with Government recommendations. Although the Fund is a defined benefit scheme, because St. Michael's School (Leigh-on-Sea) Limited, as a Small Admission Body, is grouped together with similar employers, it is not possible to separately identify its share of the underlying assets and liabilities, and it is therefore accounted for as a defined contribution scheme.

The charity also contributes to an average salary scheme operated by the Incorporated Association of Preparatory Schools for non-teaching staff at rates determined by the charity's governing body.

Pension contributions for both schemes charged during the year amounted to £101,517 (2005 £89,635).

## NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 AUGUST 2006

## 2. VOLUNTARY INCOME

|                            | Unrestricted | Total Funds | Total Funds |
|----------------------------|--------------|-------------|-------------|
|                            | Funds        | 2006        | 2005        |
| <b>Donations</b> Donations | 3,255        | 3,255       | 4,363       |

## 3. INVESTMENT INCOME

|                          | Unrestricted | <b>Total Funds</b> | Total Funds |
|--------------------------|--------------|--------------------|-------------|
|                          | Funds        | 2006               | 2005        |
|                          | £            | £                  | £           |
| Bank interest receivable | 21,097       | 21,097             | 20,334      |
|                          |              |                    | <del></del> |

## 4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

|                             | Unrestricted | <b>Total Funds</b> | Total Funds |
|-----------------------------|--------------|--------------------|-------------|
|                             | Funds        | 2006               | 2005        |
|                             | £            | £                  | £           |
| School tuition fees         | 1,628,468    | 1,628,468          | 1,581,550   |
| Registration fees           | 2,200        | 2,200              | 2,800       |
| Miscellaneous school income | 3,987        | 3,987              | 6,079       |
|                             | 1,634,655    | 1,634,655          | 1,590,429   |

#### 5. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

|                      | Unrestricted | <b>Total Funds</b> | Total Funds |
|----------------------|--------------|--------------------|-------------|
|                      | Funds        | 2006               | 2005        |
|                      | £            | £                  | £           |
| School running costs | 1,420,336    | 1,420,336          | 1,635,063   |
| Support costs        | 152,871      | 152,871            | 136,317     |
|                      | 1,573,207    | 1,573,207          | 1,771,380   |
|                      |              |                    |             |

#### NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 AUGUST 2006

#### 6. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

|                      | Activities |         |             |             |
|----------------------|------------|---------|-------------|-------------|
|                      | undertaken | Support | Total Funds | Total Funds |
|                      | directly   | costs   | 2006        | 2005        |
|                      | £          | £       | £           | £           |
| School running costs | 1,420,336  | 152,871 | 1,573,207   | 1,771,380   |
|                      |            |         |             |             |

#### 7. GOVERNANCE COSTS

|                                | Unrestricted | Total Funds | Total Funds |
|--------------------------------|--------------|-------------|-------------|
|                                | Funds        | 2006        | 2005        |
|                                | £            | £           | £           |
| Accountancy fees               | 2,625        | 2,625       | 4,508       |
| Audit fees                     | 4,000        | 4,000       | 3,800       |
| Trustees indemnity insurance   | 1,170        | 1,170       | 1,000       |
| Legal and professional fees    | 2,856        | 2,856       | 483         |
| Bank charges                   | 2,600        | 2,600       | 2,837       |
| Sundry administration expenses | 5,039        | 5,039       | 3,355       |
|                                | 18,290       | 18,290      | 15,983      |
|                                |              | <del></del> |             |

## 8. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

|                             | 2006        | 2005   |
|-----------------------------|-------------|--------|
|                             | £           | £      |
| Staff pension contributions | 101,518     | 89,635 |
| Depreciation                | 11,182      | 19,899 |
| Auditors' fees              | 4,000       | 3,800  |
|                             | <del></del> |        |

#### 9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

|                       | 2006      | 2005      |
|-----------------------|-----------|-----------|
|                       | £         | £         |
| Wages and salaries    | 1,116,590 | 1,075,142 |
| Social security costs | 86,969    | 86,926    |
| Other pension costs   | 101,518   | 89,635    |
|                       | 1,305,077 | 1,251,703 |

During the year, an honorarium of £900 was paid to the Chairman of the Board of Governors. No other remuneration or reimbursement of expenses were paid to any of the trustees.

# NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 AUGUST 2006

## 9. STAFF COSTS AND EMOLUMENTS (continued)

## Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

|                                | 2006         | 2005          |
|--------------------------------|--------------|---------------|
|                                | No           | No            |
| Number of teaching staff       | 48           | 47            |
| Number of administrative staff | 4            | 5             |
| Number of ancillary staff      | 12           | 16            |
|                                | <del></del>  |               |
|                                | 64           | 68            |
|                                | <del>=</del> | <del></del> - |

The number of employees whose emoluments for the year fell within the following bands, were:

|                    | 2006 | 2005 |
|--------------------|------|------|
|                    | No   | No   |
| £60,000 to £69,999 | 1    | -    |
|                    |      |      |

#### 10. TANGIBLE FIXED ASSETS

|                     | Freehold<br>property<br>£ | Computer<br>Equipment<br>£ | Fixtures &<br>Fittings<br>£ | Other<br>Equipment<br>£ | Total<br>£ |
|---------------------|---------------------------|----------------------------|-----------------------------|-------------------------|------------|
| COST                |                           |                            |                             |                         |            |
| At 1 September 2005 | 66,727                    | 44,365                     | 665                         | 3,438                   | 115,195    |
| Additions           | ~                         | 10,243                     |                             | 4,700                   | 14,943     |
| At 31 August 2006   | 66,727                    | 54,608                     | 665                         | 8,138                   | 130,138    |
| DEPRECIATION        |                           |                            |                             |                         |            |
| At 1 September 2005 | _                         | 38,277                     | 665                         | 1,629                   | 40,571     |
| Charge for the year | _                         | 8,469                      | _                           | 2,713                   | 11,182     |
| At 31 August 2006   |                           | 46,746                     | 665                         | 4,342                   | 51,753     |
| NET BOOK VALUE      |                           |                            |                             |                         |            |
| At 31 August 2006   | 66,727                    | 7,862                      | _<br>                       | 3,796                   | 78,385     |
| At 31 August 2005   | 66,727                    | 6,088                      | _                           | 1,809                   | 74,624     |

Freehold property relates to freehold land and is not depreciated.

#### 11. STOCKS

|       | 2006  | 2005  |
|-------|-------|-------|
|       | £     | £     |
| Stock | 2,504 | 3,304 |
|       |       |       |

# NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 AUGUST 2006

| 12. | DEBTORS                            |              |           |
|-----|------------------------------------|--------------|-----------|
|     |                                    | 2006<br>£    | 2005<br>£ |
|     | School fees                        | 13,396       | 14,506    |
|     | Prepayments                        | 10,794       | 11,522    |
|     |                                    | 24,190       | 26,028    |
| 13. | CREDITORS: Amounts falling due wit | hin one year |           |
|     |                                    | 2006         | 2005      |
|     |                                    | £            | £         |
|     | Trade creditors                    | 24,327       | 28,291    |
|     | PAYE and social security           | 27,998       | 26,550    |
|     | Returnable deposits                | 75,600       | 77,050    |
|     | Receipts in advance                | 129,494      | 143,217   |
|     | Accruals                           | 39,474       | 43,997    |
|     |                                    | 296,893      | 319,105   |

#### 14. COMMITMENTS UNDER OPERATING LEASES

At 31 August 2006 the charity had annual commitments under non-cancellable operating leases as set out below.

|   | Assets other than land and buildings |           |
|---|--------------------------------------|-----------|
|   | 2006<br>£                            | 2005<br>£ |
| Operating leases which expire:<br>Within 1 year | 552                                  | 432       |
| Within 2 to 5 years                             | 4,260                                | 2,626     |
|   | 4,812                                | 3,058     |

#### 15. UNRESTRICTED INCOME FUNDS

|               | Balance at<br>1 September<br>2005 | Incoming resources | Outgoing<br>resources | Transfers 31 A | Balance at<br>August 2006 |
|---------------|-----------------------------------|--------------------|-----------------------|----------------|---------------------------|
|               | £                                 | £                  | £                     | £              | £                         |
| Designated    |                                   |                    |                       |                |                           |
| Fund          | 61,838                            | _                  | (12,915)              | 51,077         | 100,000                   |
| General Funds | 181,796                           | 1,659,007          | (1,578,582)           | (51,077)       | 211,144                   |
|               | 243,634                           | 1,659,007          | (1,591,497)           |                | 311,144                   |

Designated funds relate to amounts set aside by the trustees for the further improvement of the building and School facilities, including the nursery.

## NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 AUGUST 2006

#### 16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

|                            | Tangible<br>fixed assets<br>£ | Other net assets £ | Total<br>£ |
|----------------------------|-------------------------------|--------------------|------------|
| Unrestricted Income Funds: |                               |                    |            |
| Designated Funds           | _                             | 100,000            | 100,000    |
| General Funds              | 78,385                        | 132,759            | 211,144    |
|                            | 78,385                        | 232,759            | 311,144    |
| Total Funds                | 78,385                        | 232,759            | 311,144    |

## 17. ULTIMATE CONTROLLING PARTY

There is considered to be no ultimate controlling party.

## 18. COMPANY LIMITED BY GUARANTEE

In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity whilst he or she is a member or within one year thereafter.

| MANAGEMENT INFORMATION    |   |
|---------------------------|---|
| YEAR ENDED 31 AUGUST 2006 | 3 |

The following pages do not form part of the statutory financial statements which are the subject of the independent auditor's report on pages 7 to 8.

# **DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

|   | 2006<br>£   | 2005<br>£        |
|---|-------------|------------------|
| INCOMING RESOURCES                                |             |                  |
| VOLUNTARY INCOME Donations                        | 3,255       | 4,363            |
|   | <del></del> | <del>4,303</del> |
| INVESTMENT INCOME                                 | 21.007      | 20.224           |
| Bank interest receivable                          | 21,097      | 20,334           |
| INCOMING RESOURCES FROM                           |             |                  |
| CHARITABLE ACTIVITIES                             |             |                  |
| School tuition fees                               | 1,628,468   | 1,581,550        |
| Registration fees                                 | 2,200       | 2,800            |
| Miscellaneous school income                       | 3,987       | 6,079            |
|   | 1,634,655   | 1,590,429        |
|   |             | <del></del>      |
| TOTAL INCOMING RESOURCES                          | 1,659,007   | 1,615,126        |
|   |             | <del></del>      |
| RESOURCES EXPENDED                                |             |                  |
| CHARITABLE ACTIVITIES                             |             |                  |
| Education budget                                  | 41,274      | 44,796           |
| Wages and salaries                                | 1,116,590   | 1,075,142        |
| Employer's NIC                                    | 86,969      | 86,926           |
| Pension costs                                     | 101,518     | 89,635           |
| Playing field and hall hire                       | 18,397      | 16,096           |
| Rates and water                                   | 5,296       | 4,738            |
| Light and heat                                    | 17,897      | 11,325           |
| Repairs and maintenance                           | 23,849      | 36,701           |
| Insurance   | 25,090      | 22,401           |
| Telephone   | 2,879       | 3,825            |
| Printing, postage and stationery                  | 27,399      | 14,612           |
| Depreciation                                      | 11,182      | 19,899           |
| Rentals and licences                              | 4,367       | 3,912            |
| Computer maintenance and software                 | 9,952       | 6,531            |
| Equipment and books for resale                    | 3,562       | 4,835            |
| Household supplies                                | 11,752      | 9,912            |
| School representation                             | 13,401      | 12,159           |
| Sundry school expenses                            | 394         | 2,509            |
| Bad debts written off                             | 3,901       | 1,654            |
| Capital expenditure on premises                   | 13,992      | 287,016          |
| Premises expenditure - designated                 | 12.015      |                  |
| fund<br>Subgarintian faas                         | 12,915      | 7.025            |
| Subscription fees                                 | 9,731       | 7,035<br>4,918   |
| Recruitment Marketing, advertising and prospectus | 3,001       | 4,918            |
| Marketing, advertising and prospectus costs       | 7,899       | 4,803            |
| <del></del>                                       |             | <del></del>      |
|   | 1,573,207   | 1,771,380        |

## **DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

|  | 2006      | 2005      |
|--|-----------|-----------|
|  | £         | £         |
| GOVERNANCE COSTS                               |           |           |
| Accountancy fees                               | 2,625     | 4,508     |
| Audit fees                                     | 4,000     | 3,800     |
| Trustees indemnity insurance                   | 1,170     | 1,000     |
| Legal and professional fees                    | 2,856     | 483       |
| Bank charges                                   | 2,600     | 2,837     |
| Sundry administration expenses                 | 5,039     | 3,355     |
|  | 18,290    | 15,983    |
| TOTAL RESOURCES EXPENDED                       | 1,591,497 | 1,787,363 |
| TOTAL RESCORESS EM EMBES                       |           | 1,707,505 |
| NET INCOMING/OUTCOING                          |           |           |
| NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR | 67,510    | (172,237) |

## **DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

|   | 2006         | 2005       |
|---|--------------|------------|
|   | £            | £          |
| CHARITABLE ACTIVITIES                       |              |            |
| School running costs                        |              |            |
| Activities undertaken directly              |              |            |
| Education budget                            | 41,274       | 44,796     |
| Wages and salaries                          | 1,025,374    | 989,014    |
| Employer's NIC                              | 77,817       | 78,392     |
| Pension costs                               | 94,721       | 83,173     |
| Playing field and hall hire                 | 18,397       | 16,096     |
| Rates and water                             | 5,296        | 4,738      |
| Light and heat                              | 17,897       | 11,325     |
| Repairs and maintenance                     | 23,849       | 36,701     |
| Insurance                                   | 25,090       | 22,401     |
| School books                                | 5,203        | _          |
| Depreciation                                | 11,182       | 19,899     |
| Rentals and licences                        | 4,367        | 3,912      |
| Computer maintenance and software           | 9,952        | 6,531      |
| Equipment and books for resale              | 3,562        | 4,835      |
| Household supplies                          | 11,752       | 9,912      |
| School representation                       | 13,401       | 12,159     |
| Sundry school expenses                      | 394          | 2,509      |
| Bad debts written off                       | 3,901        | 1,654      |
| Capital expenditure on premises             | 13,992       | 287,016    |
| Premises expenditure - designated fund      | 12,915       | , <u> </u> |
|   | 1,420,336    | 1,635,063  |
| Support costs                               | <del> </del> |            |
| Wages and salaries                          | 91,216       | 86,128     |
| Employer's NIC                              | 9,152        | 8,534      |
| Pension costs                               | 6,797        | 6,462      |
| Telephone                                   | 2,879        | 3,825      |
| Printing, postage and stationery            | 22,196       | 14,612     |
| Subscription fees                           | 9,731        | 7,035      |
| Recruitment                                 | 3,001        | 4,918      |
| Marketing, advertising and prospectus costs | 7,899        | 4,803      |
|   | 152,871      | 136,317    |
|   | 1,573,207    | 1,771,380  |