



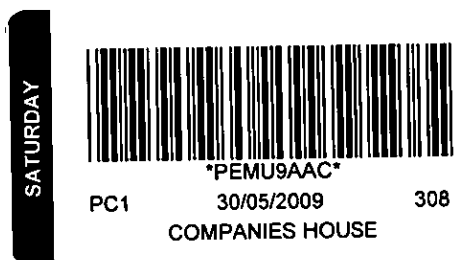
Registered Number: 2892269

## THE DIOCESAN SCHOOLS AGENCY LIMITED

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### Accounts and Directors report

For the Year Ended 31 December 2008



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Registered Office

1 The Sanctuary Westminster London SW1P 3JT

Company Number 2892269

VAT Registration Number 786 7219 79



# THE DIOCESAN SCHOOLS AGENCY LIMITED

## REPORT OF THE BOARD

FOR THE YEAR ENDED 31 DECEMBER 2008

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The Board presents its report and the audited accounts for the year ended 31 December 2008.

### Principal Activity

The primary objectives of the Diocesan Schools Agency are to offer various advisory services to schools and governors in the context of the Christian religion in general and the faith and practice of the Church of England, in particular. Any taxable profits made will be transferred to The Rochester Diocesan Board of Education by deed of covenant.

### Review of the Business

The changes taking place in the Education Service, both nationally and locally, are having continuing consequences for schools and governors. Schools are facing complex issues regarding the provision of adequate support and professional development, particularly as the role of Local Education Authorities declines. It is likely that the Diocesan Schools Agency will be one of the only coherent bodies serving schools in its area.

### Financial Review

The Profit and Loss Account shows income of £44,232 ( 2007 £50,924) and expenditure of £18,073 ( 2007 £9,821) . The result is a surplus before taxation for the year of £26,159 ( 2007 £41,103) which will be transferred by deed of covenant to the Charity.

### Directors

The Directors that have served the Board during the year are as follows:

Mr. C. Thornton ( Chair) from 01.01.2008  
The Rev. Canon J. L. Smith

The Rev. M. Camp  
Mr F. W. Price MBE

### Auditors

The auditors, Horwath Clark Whitehill LLP, will be proposed for reappointment in accordance with Section 485 of the Companies Act 2006.

### Accountants

Horwath Clark Whitehill LLP, Chartered Accountants, 10 Palace Avenue, Maidstone, Kent ME15 6NF.

### Bankers

National Westminster Bank, 40 High Street, Rochester, Kent ME1 1LJ.

### Solicitors

Lee Bolton & Lee, 1 The Sanctuary, Westminster, London SW1P 3JT.

### Financial Administrator and Company Secretary

J. A. Constanti AlnstAM(Dip), MBIFM.



THE DIOCESAN SCHOOLS AGENCY LIMITED

REPORT OF THE BOARD (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2008

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**Statement of Directors' Responsibilities**

Company law requires the directors to prepare financial statements for each financial period which give a true and fair view of the company's state of affairs at the end of the period and of its profit or loss for the period. In preparing the financial statements directors are required to:

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

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

**Provision of Information to Auditors**

Each of the persons who are directors at the time when this Directors' report is approved has confirmed that:

- so far as that director is aware, there is no relevant audit information of which the company's auditors are unaware, and
- each director has taken all the steps that ought to have taken as a director in order to be aware of any information needed by the company's auditors in connection with preparing their report and to establish that the auditors are aware of that information.

The report of the board has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The report was approved by the Board on 21 May 2009 and signed on its behalf.

Mr. C. Thornton  
Chair of the Board



THE DIOCESAN SCHOOLS AGENCY LIMITED  
INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS

We have audited the financial statements of the Diocesan Schools Agency for the year ended 31 December 2008 which are set out pages 4 to 7. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (Effective January 2007).

This report is made solely to the company's shareholders, 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 shareholders 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 shareholders as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

The directors' responsibilities for preparing 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 Directors' Responsibilities.

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. We also report to you whether in our opinion the information given in the Directors' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the 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 directors' remuneration and other transactions is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**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 judgments made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the 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 applicable to smaller entities, of the state of the company's affairs as at 31 December 2008 and of its profit for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Directors' Report is consistent with the financial statements.

*Horwath Clark Whitehill LLP*

Horwath Clark Whitehill LLP  
Chartered Accountants & Registered Auditors  
10 Palace Avenue, Maidstone, Kent ME15 6NF

21<sup>st</sup> MAY 2009



THE DIOCESAN SCHOOLS AGENCY LIMITED

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2008

	Notes	2008		2007	
		£	£	£	£
<b>INCOME</b>					
Buildings Consultancy		15,017		28,212	
Inspections		13,569		15,862	
Course Provision		<u>15,646</u>	44,232	<u>6,850</u>	50,924
<b>EXPENDITURE</b>					
Staff charges -					
Travelling and sundry expenses		6,925		2,267	
Salary costs		3,500		3,500	
Course Provision		4,498		1,057	
Audit	3	<u>3,150</u>	18,073	<u>2,997</u>	9,821
Surplus on ordinary activities before taxation covenanted to Charity		<u>26,159</u>		<u>41,103</u>	
Amount covenanted to Charity	6	<u>26,159</u>		<u>41,103</u>	
Profit for year		<u>-</u>		<u>-</u>	

The profit and loss account contains all the gains and losses recognised in the current and preceeding year.

All income and expenditure relates to continuing operations.

The notes on pages 6 and 7 form part of these accounts.



## THE DIOCESAN SCHOOLS AGENCY LIMITED

## BALANCE SHEET

AS AT 31 DECEMBER 2008

	Notes	2008		2007	
		£	£	£	£
<b>CURRENT ASSETS</b>					
Debtor due from Diocesan Board of Finance		<u>29,508</u>		<u>44,300</u>	
		29,508		44,300	
Creditors falling due within one year	4	<u>29,308</u>		<u>44,100</u>	
<b>NET CURRENT ASSETS</b>			<u>200</u>		<u>200</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>200</u>		<u>200</u>
<b>RESERVES</b>					
Share Capital	5		51		51
Profit & Loss Account	6		<u>149</u>		<u>149</u>
<b>SHAREHOLDERS FUNDS</b>			<u>200</u>		<u>200</u>

These accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007) .

Approved and authorised for issue by the Board on 21 May 2009

Mr. C. Thornton  
Chair of the Board

The notes on pages 6 and 7 form part of these accounts.



THE DIOCESAN SCHOOLS AGENCY LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2008

**1. Accounting Policies**

The accounts have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007)

Income is recognised based on the advisory services provided to schools and Governors. The income and pre-tax profit are all attributable to the company's principal activities.

Taxation is payable on the company's profits. However as the policy of the company is to transfer all of its profits by deed of covenant to the parent charity, there is no taxation charge in the accounts.

**2. Staff Charges**

The average weekly number of employees (including directors) during the year was 5 (2007 - 5). The Directors did not receive any remuneration during the current or previous years.

**3. Operating Surplus**

Operating surplus is stated after charging.

	2008 £	2007 £
Auditors remuneration	<u>3,150</u>	<u>2,997</u>

**4. Creditors falling due within one year**

	2008 £	2007 £
Amount due to parent undertaking	26,158	41,103
Accruals and deferred income	<u>3,150</u>	<u>2,997</u>
	<u>29,308</u>	<u>44,100</u>

**5. Share Capital**

	2008 £	2007 £
Authorised Ordinary Shares at £1 each	<u>100</u>	<u>100</u>
Allotted called up and fully paid ordinary shares at £1 each	<u>51</u>	<u>51</u>

**6. Shareholders Funds**

	General Reserve £	Share Capital £	Total £
Balance at 1 January 2007	149	51	200
Surplus for period	-	-	-
Balance at 31 December 2007	<u>149</u>	<u>51</u>	<u>200</u>
Surplus for period	-	-	-
Balance at 31 December 2008	<u>149</u>	<u>51</u>	<u>200</u>



THE DIOCESAN SCHOOLS AGENCY LIMITED

NOTES TO THE ACCOUNTS ( CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2008

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**7. Ultimate Parent Undertaking**

The "Incorporated Rochester Diocesan Board of Education" a charity registered in England and Wales, is the ultimate Parent Company.

Copies of the ultimate holding company's consolidated financial statements can be obtained from

J. A. Constanti  
The Diocesan Office  
St Nicholas Church  
Boley Hill  
Rochester  
Kent ME1 1SL

**8. Related Party Transactions**

The company is exempt from the requirement to disclose transactions with its parent company, the Incorporated Rochester Diocesan Board of Education, as it is wholly owned and its results are included in the consolidated accounts of the parent company, which are publicly available.