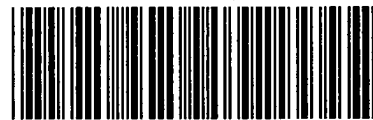


**OAKFIELD SCHOOL ACADEMY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2014**

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**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

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**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 AUGUST 2014**

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**Trustees**

Mrs J Brudenell<sup>4</sup>  
Dr G Channon  
Ms S Cordier<sup>1,4</sup>  
Mr T Cutting, Chair, Chair of Environment<sup>2</sup>  
Mr D Harris, Chair of Curriculum<sup>4</sup>  
Miss A Hart<sup>4</sup>  
Mr P Hill, Headteacher (resigned 31 December 2013)<sup>1,3</sup>  
Mrs C Hopkins, Chair of Personnel<sup>3</sup>  
Mrs S Hynds, Chair of Finance<sup>1,3</sup>  
Mrs M Jessop<sup>1,3</sup>  
Mr J Malley<sup>3</sup>  
Mr D McGrath, Staff Trustee<sup>4</sup>  
Mrs J McGuinness, Staff Trustee<sup>2</sup>  
Mrs L Peat (appointed 1 March 2014)  
Mrs P Royle, Staff Trustee (resigned 31 December 2013)<sup>4</sup>  
Mr G Smart<sup>2,3</sup>  
Mr M Tomlinson<sup>2</sup>  
Miss E Wilkes, Headteacher (appointed 1 January 2014)<sup>1</sup>  
Mr S Willmott  
Ms L Peat, Staff Trustee (appointed 7 February 2014)

- <sup>1</sup> Finance Committee  
<sup>2</sup> Environment Committee  
<sup>3</sup> Personnel Committee  
<sup>4</sup> Curriculum Committee

**Company registered  
number** 07694044

**Principal and Registered  
office** Oakfield Road  
Frome  
Somerset  
BA11 4JF

**Associate Governor** Mr M Tomlinson

**Senior Leadership Team**

E Wilkes, Headteacher  
M O'Shea, Assistant Head Teacher  
A Harding, Director of Pupil Services  
S Wells, Business Manager

**Independent auditors** Bishop Fleming LLP  
Chartered Accountants  
Statutory Auditors  
16 Queen Square  
Bristol  
BS1 4NT

**Bankers** Lloyds Bank  
25 Cheap Street  
Frome  
Somerset  
BA11 1BW

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 AUGUST 2014**

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The Trustees present their annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 August 2014. The annual report serves the purpose of both a Trustees' report, and a Directors' report under company law.

The Trust operates an academy for pupils aged 9 to 13 in Frome, Somerset. It has a pupil capacity of 700 and had a roll of 553 in the school census on October 2014.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Constitution**

The Academy Trust was incorporated on 5th July 2011 and opened as an Academy on 1st August 2011, is a company limited by guarantee and an exempt charity. The Charitable Company's Memorandum and Articles of Association are the primary governing documents of the Academy Trust.

The Trustees of Oakfield School Academy Trust are also the directors of the charitable company for the purposes of company law. The Charitable Company is known as Oakfield Academy.

Details of the Governors, who served throughout the 2013/2014 period except as noted, are included in the Reference and Administration Details on page 1 of the Governance Statement.

**Members' liability**

Each member of the charitable company undertakes to contribute to the assets of the Company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they cease to be a member.

**Trustees' Indemnities**

Governors benefit from indemnity insurance purchased at the Academy Trust's expense to cover the liability of the Governors which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default or breach of trust or breach of duty of which they may be guilty in relation to the Academy Trust, provided that any such insurance shall not extend to any claim arising from any act or omission which the Governors knew to be a breach of trust or breach of duty or which was committed by the Governors in reckless disregard to whether it was a breach of trust or breach of duty or not and provided also that any such insurance shall not extend to the costs of any unsuccessful defence to a criminal prosecution brought against the Governors in their capacity as Directors of the Academy Trust. The limit of this indemnity is £5,000,000 and is explained in the 'Professional Indemnity' section of the insurance policy.

**TRUSTEES**

**Method of recruitment and appointment or election of Trustees**

On 5th July 2011 the Trustees appointed all those Governors that served the predecessor school to be Governors of the newly formed Academy. These Governors were appointed on a term of office that would end when their original term at the predecessor school would have ended, thus ensuring a staggered re-election or replacement process.

The Academy Trust shall have the following Governors as set out in its Articles of Association and funding agreement:

- up to 3 LA Governors who are appointed by the Local Authority.
- up to 6 Parent Trustees who are elected by parents of registered pupils at the Academy.
- up to 4 staff Trustees appointed by Board of trustees.
- up to 4 Community Trustees who are appointed by Board of trustees.

Governors are appointed for a four year period, except that this time limit does not apply to the Headteacher. Subject to remaining eligible to be a particular type of Governor, any Governor can be re-appointed or re-elected.

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 AUGUST 2014**

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When appointing new Governors, the Board will give consideration to the skills and experience mix of existing Governors in order to ensure that the Board has the necessary skills to contribute fully to the Academy's development.

**Policies and Procedures adopted for the Induction and Training of Trustees**

The training and induction provided for new Governors will depend upon their existing experience but would always include a tour of the Academy and a chance to meet staff and pupils. All Governors are provided with copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role as Governors. As there are normally only two or three new Governors a year, induction tends to be done informally and is tailored specifically to the individual. Advantage is taken of specific courses offered by the Local Authority and other bodies.

**Organisational Structure**

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

There are 6 committees as follows;

- Finance - meet at least four times a year and is responsible for monitoring, evaluating and reviewing policy and performance in relation to financial management, compliance with reporting and regulatory requirements and reporting, receiving reports from the Responsible Officer and drafting the annual budget. It also incorporates the role of an audit committee;
- Curriculum Committee - meet once a term to monitor, evaluate and review Academy policy, practice and performance in relation to curriculum planning, communications, target setting and assessments;
- Environment Committee – meet termly to discuss and review issue relating to the property and grounds including health and safety;
- Personnel Committee – meet at least four times a year and is responsible for reviewing issues relating to all staff and pupils including contractual and their welfare;
- Pay & Personnel Committee – meets annually to monitor and review pay scales, job descriptions and performance management;
- Discipline Committee – meets as and when required.

There is a Change Team which meets termly or when required to discuss any relevant current issues.

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

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

The Board has devolved responsibility for day to day management of the Academy to the Headteacher and Senior Leadership Team (SLT). The SLT comprises of the Headteacher, Deputy Headteacher, Director of Pupil Services, SENCo and the Business Manager. The SLT implement the policies laid down by the Governors and report back to them on performance.

The SLT controls the Academy at an executive level, implementing the policies laid down by the Governors and reporting back to them. The Headteacher, Academy Business Manager and Finance Committee are responsible for the authorisation of spending within agreed budgets; a summary of this is in the Scheme of Delegation. Some spending control is devolved to Budget Holders which must be authorised in line with the Scheme of Delegation.

**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 AUGUST 2014**

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The Headteacher is responsible for the appointment of staff, though appointment panels for teaching posts include a Non-Staff Governor.

The Headteacher is the Accounting Officer.

**Connected Organisations, including Related Party Relationships**

The Academy has strong collaborative links with the 17 schools which comprise of The Frome Learning Partnership (FLP).

**OBJECTIVES AND ACTIVITIES**

**Objects and Aims**

The principal object and activity of the Academy is the operation to provide free education and care for pupils of different abilities between the ages of 9 and 13.

At Oakfield Academy we aim to get the best for, and from, each child. We intend to enable each child to realise his or her full academic, creative and physical potential and to develop positive social and moral values. Our Academy is a community in which children, staff and parents should be part of a happy and caring environment..

**Objectives, Strategies and Activities**

Key priorities for the year are contained in our Academy Improvement Plan which is available from the Academy Clerk.

**Public Benefit**

The Governors confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commissioner's general guidance on public benefit in exercising their powers or duties. They have referred to this guidance when reviewing the Academy's aims and objectives and in planning its future activities.

The Academy provides facilities for recreational and other leisure time occupation for the community at large in the interests of social welfare and with the interest of improving the life of the said community.

**STRATEGIC REPORT**

**Achievements and Performance**

At Key Stage 2 the year 6 group achieved significant improvement in the results in Reading, Writing and Maths for the period 2013-14. Pupil's achievement:

- 88% Level 4 or above Maths
- 38% Level 5 or above Maths
- 7% Level 6 Maths
- 93% Level 4 or above Reading
- 52% Level 5 Reading
- 81% Level 4 or above Spelling ,Punctuation, Grammar
- 60% Level 5 or above Spelling , Punctuation, Grammar
- 2% Level 6 Spelling , Punctuation, Grammar
- 91% Writing Level 4 or above
- 29% Writing Level 5

The Academy aims to maintain small class sizes. Most classes at KS2 and subject areas at KS3 have a teaching assistant which is a valuable addition to the classroom.

To ensure that standards are continually assessed, the Academy operates a programme of lesson observations, which are undertaken by Department Heads, the Senior Leadership Team, School Improvement Partner and a system of school evaluation conducted by Frome Learning Partnership.

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 AUGUST 2014**

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The Academy was inspected by OFSTED in April 2014 and was judged to Require Improvement. The next step is to ensure the four areas of guidance within the OFSTED report are implemented and monitored throughout the school.

The four areas of the Inspection criteria are:

- Progress and Attainment;
- Quality of Teaching and Learning;
- Behaviour and Safety;
- Leadership and Management.

During the year, the Academy's charity fundraising activities raised £5,004.

The Academy has established close links with Maiden Beech Academy, Crewkerne. The two Academies are embarking on mutual staff development, with the primary aim of driving up standards. Also, the school is a member of the Family of Schools for Somerset Challenge and a member of the Somerset Association of Middle Schools.

**Key Performance Indicators**

The main financial performance indicator is the level of reserves held at the Balance Sheet date. In particular, the management of spending against General Annual Grant (GAG) requires special attention. In period under review, £367,285 was carried forward representing 15.6% of GAG.

As funding is based on pupil numbers this is also a key performance indicator. Pupil numbers for 2014 were 553, an increase of 20 over 2013. It is anticipated that this number will continue to rise.

Another key financial performance indicator is staffing costs as a percentage of GAG. For 2014 this was 90.4%, compared to 88.4% in 2013.

**Going Concern**

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the Academy Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements.

**FINANCIAL REVIEW**

**Financial Review**

Most of the Academy's income is obtained from the DfE via the EFA in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the DfE during the year ended 31 August 2014 and the associated expenditure are shown as Restricted Funds in the Statement of Financial Activities.

The Academy also receives grants for fixed assets from the DfE which are shown in the Statement of Financial Activities as restricted income in the Fixed Asset Fund. The Restricted Fixed Asset Fund balance is reduced by annual depreciation charges over the useful life of the assets concerned, as defined in the Academy's accounting policies.

During the year ended 31 August 2014, total expenditure of £2,792,284 was covered by recurrent grant funding from the DfE, together with other incoming resources of £2,876,817. The excess of income over expenditure for the year (excluding restricted fixed asset funds) was £16,785.

At 31 August 2014 the net book value of fixed assets was £4,880,925 and movements in tangible fixed assets are shown in note 14 to the financial statements. The assets were used exclusively for providing education and the associated support services to the pupils of the Academy.

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 AUGUST 2014**

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Key financial policies adopted or reviewed during the year include the Finance Policy which lays out the framework for financial management, including financial responsibilities of the Board, Head Teacher, managers, budget holders and other staff, as well as delegated authority for spending. Other policies reviewed and updated included Charges and Lettings, Asset Management and Insurance.

**Reserves Policy**

The Trustees review the reserve levels of the Academy annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves. The Trustees take into consideration the future plans of the Academy, the uncertainty over future income streams and other key risks identified during the risk review.

The trustees have reviewed the future plans of the Academy and have assessed the adequacy of reserves following the closure of the audit of each year's accounts.

The defined benefit pension scheme reserve has a negative balance. The effect of the deficit position of the pension scheme is that the Academy Trust is paying higher employers' pension contributions over a period of years. The higher employers' pension contributions will be met from the Academy Trust's budgeted annual income. Whilst the deficit will not be immediately eliminated, there should be no actual cash flow deficit on the fund, nor any direct impact on the free reserves of the academy Trust.

**Investment Policy**

All funds surplus to immediate requirements are invested to optimal effect. On a daily basis this is achieved by automatic transfer of surplus funds to overnight deposit. Where cash flow allows, sums in excess of £100,000 may be invested on deposit for extended periods.

Due to the nature and timing of receipt of funding, the Academy may at times hold cash balances surplus to its short term requirements. The Trustees have authorised the opening of additional short term bank investment accounts to take advantage of higher interest rates. No other form of investment is authorised.

Trustees are committed to ensuring that all funds under their control are managed in such a way as to maximise return whilst minimising risk. Any cash not required for operating expenses is placed on deposit at the most favourable rate available from providers covered by the Financial Services Compensation Scheme. Day to day management of the surplus funds is delegated to the Headteacher and Finance Director within strict guidelines approved by the Board of Trustees.

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 AUGUST 2014**

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**PRINCIPAL RISKS AND UNCERTAINTIES**

The principal risks and uncertainties facing the Academy are as follows:

Financial - the Academy has considerable reliance on continued Government funding through the EFA. In the last year 98.9% of the Academy's incoming resources were ultimately Government funded and whilst this level is expected to continue, there is no assurance that Government policy or practice will remain the same or that public funding will continue at the same levels or on the same terms.

Failures in governance and/or management - the risk in this area arises from potential failure to effectively manage the Academy's finances, internal controls, compliance with regulations and legislation, statutory returns, etc. The Trustees continue to review and ensure that appropriate measures are in place to mitigate these risks.

Reputational - the continuing success of the Academy is dependent on continuing to attract applicants in sufficient numbers by maintaining the highest educational standards. To mitigate this risk Trustees ensure that student success and achievement are closely monitored and reviewed.

Safeguarding and child protection - the Trustees continue to ensure that the highest standards are maintained in the areas of selection and monitoring of staff, the operation of child protection policies and procedures, health & safety and discipline.

Staffing - the success of the Academy is reliant upon the quality of its staff and so the Trustees monitor and review policies and procedures to ensure continued development and training of staff as well as ensuring there is clear succession planning.

Fraud and mismanagement of funds - The Academy has appointed a Responsible Officer/internal audit to carry out checks on financial systems and records as required by the Academy Financial Handbook. All finance staff receive training to keep them up to date with financial practice requirements and develop their skills in this area.

The Academy has continued to strengthen its risk management process throughout the year by improving the process and ensuring staff awareness. A risk register is maintained and reviewed and updated on a regular basis.

**PLANS FOR FUTURE PERIODS**

The Academy will continue to strive to provide outstanding education and improve the levels of performance of its pupils at all levels. The Academy will continue to aim to attract high quality teachers and support staff in order to deliver its objectives.

The Academy will continue to work with the schools that comprise of the FCLP to improve the educational opportunities for students in the wider community.

Full details of our plans for the future are given in our Academy Improvement Plan, which is available on our website or from the Clerk to the Governors.

We aim to maintain small class sizes with 'quality first' teaching.

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (continued)  
FOR THE YEAR ENDED 31 AUGUST 2014**

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**FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS**

The Academy and its Governors collectively do not act as the Custodian Trustees of any other Charity.

**AUDITORS**

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company'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.

The auditors, Bishop Fleming LLP, are willing to continue in office and a resolution to appoint them will be proposed at the annual general meeting.

Trustees' report, incorporating a strategic report, approved by order of the board of trustees, as company directors, on 2/12/14 and signed on the board's behalf by:

**Mr T Cutting, Chair**  
Chair of Trustees



**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**GOVERNANCE STATEMENT**

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**SCOPE OF RESPONSIBILITY**

Collectively as Governors we acknowledge we have overall responsibility for ensuring that Oakfield Academy has an effective and appropriate system of control, financial and otherwise. However such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives, and can provide only reasonable and not absolute assurance against material misstatement or loss.

The board of trustees has delegated the day-to-day responsibility to the Headteacher, as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Oakfield School Academy Trust and the Secretary of State for Education. They are also responsible for reporting to the board of trustees any material weaknesses or breakdowns in internal control.

**GOVERNANCE**

The information on governance included here supplements that described in the Trustees' report and in the Trustees' responsibilities statement. The board of trustees has formally met 9 times during the year. Attendance during the year at meetings of the board of trustees was as follows:

Trustee	Meetings attended	Out of a possible
Mrs J Brudenell	7	9
Dr G Channon	7	9
Ms S Cordier	5	9
Mr T Cutting, Chair, Chair of Environment	9	9
Mr D Harris, Chair of Curriculum	8	9
Miss A Hart	7	9
Mr P Hill, Headteacher (retired Dec 2013)	4	5
Mrs C Hopkins, Chair of Personnel	6	9
Mrs S Hynds, Chair of Finance	9	9
Mrs M Jessop	4	9
Mr J Malley	4	9
Mr D McGrath, Staff Trustee	6	9
Mrs J McGuinness, Staff Trustee	6	9
Mrs L Peat	3	3
Mrs P Royle, Staff Trustee	2	3
Mr G Smart	7	9
Miss E Wilkes, Headteacher	4	4
Mr S Willmott	3	9
Ms L Peat, Staff Trustee	0	0

The Finance Committee is a sub-committee of the main board of trustees. Its purpose is to assist the decision making of the governing body, by enabling more detailed consideration to be given to the best means of fulfilling the governing body's responsibility to ensure sound management of the academy's finances and resources, including proper planning, monitoring and probity. To make appropriate comments and recommendation on such matters to the governing body on a regular basis. Major issues will be referred to the full governing body for ratification.

Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
Mr P Hill	2	2
Mrs S Hynds	5	5
Mrs M Jessop	5	5
Ms S Cordier	5	5
Mr T Cutting	5	5
Miss E Wilkes	5	5

**GOVERNANCE STATEMENT (continued)**

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**THE PURPOSE OF THE SYSTEM OF INTERNAL CONTROL**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of Academy policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Oakfield School Academy Trust for the year 1 September 2013 to 31 August 2014 and up to the date of approval of the annual report and financial statements.

**CAPACITY TO HANDLE RISK**

The board of trustees has reviewed the key risks to which the Academy is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the Academy's significant risks, that has been in place for the year 1 September 2013 to 31 August 2014 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of trustees.

**THE RISK AND CONTROL FRAMEWORK**

The Academy Trust's system of internal financial control is based on a framework of regular management information and administrative procedures including the segregation of duties and a system of delegation and accountability. In particular it includes:

- comprehensive budgeting and monitoring systems with an annual budget and periodic financial reports which are reviewed and agreed by the board of trustees;
- regular reviews by the Finance Committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines.
- delegation of authority and segregation of duties;
- identification and management of risks.

The board of trustees has considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However, the Trustees have appointed Somerset County Council, a Trustee, as Responsible Officer (RO).

The RO's role includes giving advice on financial matters and performing a range of checks on the Academy's financial systems. On a quarterly basis, the RO reports to the board of trustees on the operation of the systems of control and on the discharge of the board of trustees' financial responsibilities.

The schedule of visits planned by the Responsible Officer has been completed. No material control issues have been found and any minor actions raised have been addressed.

**REVIEW OF EFFECTIVENESS**

As Accounting Officer, the Headteacher has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

- the work of the Responsible Officer;
- the work of the external auditors;

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**GOVERNANCE STATEMENT (continued)**


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The Accounting Officer has been advised of the implications of the result of their review of the system of internal control by the Finance Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the board of trustees on **2/12/14** and signed on its behalf, by:



**Mr T Cutting, Chair**  
Chair of Trustees



**Miss E Wilkes**  
Accounting Officer

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

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As Accounting Officer of Oakfield School Academy Trust I have considered my responsibility to notify the Academy board of trustees and the Education Funding Agency of material irregularity, impropriety and non-compliance with EFA terms and conditions of funding, under the funding agreement in place between the Academy and the Secretary of State. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook.

I confirm that I and the Academy board of trustees are able to identify any material, irregular or improper use of funds by the Academy, or material non-compliance with the terms and conditions of funding under the Academy's funding agreement and the Academies Financial Handbook.

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the board of trustees and EFA.



**Miss E Wilkes, Headteacher**  
Accounting Officer

Date: 2.12.14

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' RESPONSIBILITIES STATEMENT  
FOR THE YEAR ENDED 31 AUGUST 2014**

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The Trustees (who act as governors of Oakfield Academy and are also the directors of the Charitable Company for the purposes of company law) are responsible for preparing the Governors' Report and the financial statements in accordance with the Annual Accounts Direction published by the Education Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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 its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for ensuring that in its conduct and operation the charitable company applies financial and other controls, which conform with the requirements both of propriety and of good financial management. They are also responsible for ensuring grants received from EFA/DfE have been applied for the purposes intended.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

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



**Mr T Cutting,  
Chair of Trustees**

2/12/14

**Date:**

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF OAKFIELD SCHOOL ACADEMY TRUST**

We have audited the financial statements of Oakfield School Academy Trust for the year ended 31 August 2014 which comprise the Statement of financial activities, the Balance sheet, the Cash flow statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the Academies Accounts Direction 2013 to 2014 issued by the Education Funding Agency.

This report is made solely to the Academy'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 Academy's members those matters we are required to state to them in an Auditors' 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 Academy and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the Academy 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Academy's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**OPINION ON FINANCIAL STATEMENTS**

In our opinion the financial statements:

- give a true and fair view of the state of the Academy's affairs as at 31 August 2014 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Academies Accounts Direction 2013 to 2014 issued by the Education Funding Agency.

**OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion the information given in the Trustees' report, incorporating the Strategic report, for the financial year for which the financial statements are prepared is consistent with the financial statements.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF OAKFIELD SCHOOL ACADEMY TRUST

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MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the 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.



Joseph Scaife FCA DChA (Senior Statutory Auditor)

for and on behalf of

**Bishop Fleming LLP**

Chartered Accountants

Statutory Auditors

16 Queen Square

Bristol

BS1 4NT

Date:

18/12/14

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO OAKFIELD SCHOOL ACADEMY TRUST AND THE EDUCATION FUNDING AGENCY**

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In accordance with the terms of our engagement letter dated 27 August 2013 and further to the requirements of the Education Funding Agency (EFA) as included in the Academies Accounts Direction 2013 to 2014, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Oakfield School Academy Trust during the year 1 August 2011 to 31 August 2014 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Oakfield School Academy Trust and EFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Oakfield School Academy Trust and EFA those matters we are required to state in a report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Oakfield School Academy Trust and EFA, for our work, for this report, or for the conclusion we have formed.

**RESPECTIVE RESPONSIBILITIES OF OAKFIELD SCHOOL ACADEMY TRUST'S ACCOUNTING OFFICER AND THE REPORTING ACCOUNTANT**

The accounting officer is responsible, under the requirements of Oakfield School Academy Trust's funding agreement with the Secretary of State for Education dated 1 August 2011, and the Academies Financial Handbook extant from 1 September 2013, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2013 to 2014. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year 1 August 2011 to 31 August 2014 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

**APPROACH**

We conducted our engagement in accordance with the Academies Accounts Direction 2013 to 2014 issued by EFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

Our work on regularity included a review of the internal controls policies and procedures that have been implemented and an assessment of their design and effectiveness to understand how the academy complied with the framework of authorities. We also reviewed the reports commissioned by the trustees to assess the internal controls throughout the year.

We performed detailed testing based on our assessment of the risk of material irregularity, impropriety and non-compliance. This work was integrated with our audit on the financial statements where appropriate and included analytical review and detailed substantive testing of transactions.

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO OAKFIELD  
SCHOOL ACADEMY TRUST AND THE EDUCATION FUNDING AGENCY (continued)**

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**CONCLUSION**

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the year 1 August 2011 to 31 August 2014 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

*Bm Fleming LLP*

Joseph Scaife FCA DChA (Reporting Accountant)

**Bishop Fleming LLP**

Chartered Accountants

Statutory Auditors

16 Queen Square

Bristol

BS1 4NT

Date: 18/12/14

**OAKFIELD SCHOOL ACADEMY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(incorporating Income and Expenditure account and Statement of Total Recognised Gains and Losses)**  
**FOR THE YEAR ENDED 31 AUGUST 2014**

	Note	Unrestricted funds 2014 £	Restricted funds 2014 £	Restricted fixed asset funds 2014 £	Total funds 2014 £	Total funds 2013 £
<b>INCOMING RESOURCES</b>						
Incoming resources from generated funds:						
Voluntary income	2	20,331	95,217	-	115,548	103,803
Activities for generating funds	3	12,607	-	-	12,607	14,200
Investment income	4	696	-	-	696	634
Incoming resources from charitable activities	5	12,420	2,667,798	67,748	2,747,966	2,764,447
<b>TOTAL INCOMING RESOURCES</b>		<b>46,054</b>	<b>2,763,015</b>	<b>67,748</b>	<b>2,876,817</b>	<b>2,883,084</b>
<b>RESOURCES EXPENDED</b>						
Charitable activities		13,681	2,646,002	124,579	2,784,262	2,772,442
Governance costs	7	-	8,022	-	8,022	9,420
<b>TOTAL RESOURCES EXPENDED</b>	6	<b>13,681</b>	<b>2,654,024</b>	<b>124,579</b>	<b>2,792,284</b>	<b>2,781,862</b>
<b>NET INCOMING RESOURCES BEFORE TRANSFERS</b>		<b>32,373</b>	<b>108,991</b>	<b>(56,831)</b>	<b>84,533</b>	<b>101,222</b>
Transfers between Funds	17	-	(16,915)	16,915	-	-
<b>NET INCOME FOR THE YEAR</b>		<b>32,373</b>	<b>92,076</b>	<b>(39,916)</b>	<b>84,533</b>	<b>101,222</b>
Actuarial gains and losses on defined benefit pension schemes		-	29,000	-	29,000	(44,000)
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>32,373</b>	<b>121,076</b>	<b>(39,916)</b>	<b>113,533</b>	<b>57,222</b>
Total funds at 1 September		154,776	(836,791)	4,930,012	4,247,997	4,190,775
<b>TOTAL FUNDS AT 31 AUGUST</b>		<b>187,149</b>	<b>(715,715)</b>	<b>4,890,096</b>	<b>4,361,530</b>	<b>4,247,997</b>

All of the Academy's activities derive from continuing operations in the current financial period.

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 21 to 37 form part of these financial statements.

OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)  
REGISTERED NUMBER: 07694044

BALANCE SHEET  
AS AT 31 AUGUST 2014

	Note	£	2014 £	£	2013 £
<b>FIXED ASSETS</b>					
Tangible assets	14		4,880,925		4,930,012
<b>CURRENT ASSETS</b>					
Debtors	15	142,023		198,969	
Cash at bank		596,239		366,442	
		<u>738,262</u>		<u>565,411</u>	
<b>CREDITORS:</b> amounts falling due within one year	16	(174,657)		(234,426)	
<b>NET CURRENT ASSETS</b>			<u>563,605</u>		<u>330,985</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>5,444,530</u>		<u>5,260,997</u>
Defined benefit pension scheme liability	22		(1,083,000)		(1,013,000)
<b>NET ASSETS INCLUDING PENSION SCHEME LIABILITY</b>			<u>4,361,530</u>		<u>4,247,997</u>
<b>FUNDS OF THE ACADEMY</b>					
Restricted funds:					
General funds	17	367,285		176,209	
Fixed asset funds	17	4,890,096		4,930,012	
Restricted funds excluding pension liability		<u>5,257,381</u>		<u>5,106,221</u>	
Pension reserve		(1,083,000)		(1,013,000)	
Total restricted funds			<u>4,174,381</u>		<u>4,093,221</u>
Unrestricted funds	17		<u>187,149</u>		<u>154,776</u>
<b>TOTAL FUNDS</b>			<u>4,361,530</u>		<u>4,247,997</u>

The financial statements were approved by the Trustees, and authorised for issue, on and are signed on their behalf, by:

Mr T Cutting  
Chair of Trustees



Miss E Wilkes  
Accounting Officer



The notes on pages 21 to 37 form part of these financial statements.

**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 AUGUST 2014**

	<b>Note</b>	<b>2014 £</b>	<b>2013 £</b>
Net cash flow from operating activities	19	<b>349,446</b>	17,814
Returns on investments and servicing of finance	20	<b>696</b>	634
Capital expenditure and financial investment	20	<b>(120,345)</b>	(32,953)
<b>INCREASE/(DECREASE) IN CASH IN THE YEAR</b>		<b>229,797</b>	(14,505)

**RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET FUNDS  
FOR THE YEAR ENDED 31 AUGUST 2014**

	<b>2014 £</b>	<b>2013 £</b>
Increase/(Decrease) in cash in the year	<b>229,797</b>	(14,505)
<b>MOVEMENT IN NET FUNDS IN THE YEAR</b>	<b>229,797</b>	(14,505)
Net funds at 1 September 2013	<b>366,442</b>	380,947
<b>NET FUNDS AT 31 AUGUST 2014</b>	<b>596,239</b>	366,442

The notes on pages 21 to 37 form part of these financial statements.



**OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2014**

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**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, the Academies Accounts Direction issued by the EFA, applicable accounting standards and the Companies Act 2006.

**1.2 FUND ACCOUNTING**

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by funders where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received and include grants from the Department for Education.

Investment income, gains and losses are allocated to the appropriate fund.

**1.3 INCOMING RESOURCES**

All incoming resources are included in the Statement of financial activities when the Academy has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

General Annual Grant is recognised in full in the year for which it is receivable and any unspent amount is reflected as a balance in the restricted general fund.

Capital grants are recognised when receivable and are not deferred over the life of the asset on which they are expended. Unspent amounts of capital grant are reflected in the balance in the restricted fixed asset fund.

The value of donated services and gifts in kind provided to the Academy are recognised at their open market value in the period in which they are receivable as incoming resources, where the benefit to the Academy can be reliably measured. An equivalent amount is included as expenditure under the relevant heading in the Statement of financial activities, except where the gift in kind was a fixed asset in which case the amount is included in the appropriate fixed asset category and depreciated over the useful economic life in accordance with the Academy's policies.

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Other income, including the hire of facilities, is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**OAKFIELD SCHOOL ACADEMY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2014**

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**1. ACCOUNTING POLICIES (continued)**

**1.4 RESOURCES EXPENDED**

Expenditure is recognised in the period in which a liability is incurred and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities are costs incurred in the Academy's educational operations.

Governance costs include the costs attributable to the Academy's compliance with constitutional and statutory requirements, including audit, strategic management and Trustees' meetings and reimbursed expenses.

All resources expended are inclusive of irrecoverable VAT.

**1.5 GOING CONCERN**

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Academy to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements. The Trustees conclude that it is appropriate to prepare the financial statements on the going concern basis for the year.

**1.6 TANGIBLE FIXED ASSETS AND DEPRECIATION**

All assets costing more than £1,000 are capitalised.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance sheet at cost and depreciated over their expected useful economic life. The related grants are credited to a restricted fixed asset fund in the Statement of financial activities and are carried forward in the Balance sheet. Depreciation on such assets is charged to the restricted fixed asset fund in the Statement of financial activities so as to reduce the fund over the useful economic life of the related asset on a basis consistent with the Academy's depreciation policy.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Long term leasehold land	-	over the life of the lease
Long term leasehold buildings and improvements	-	2% Straight Line
Plant and machinery	-	15% Straight Line
Fixtures and fittings	-	15% Straight Line
Computer equipment	-	20% Straight Line

**1.7 OPERATING LEASES**

Rentals under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

**OAKFIELD SCHOOL ACADEMY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2014**

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**1. ACCOUNTING POLICIES (continued)**

**1.8 TAXATION**

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

**1.9 PENSIONS**

Retirement benefits to employees of the Academy are provided by the Teachers' Pension Scheme ("TPS") and the Local Government Pension Scheme ("LGPS"). These are defined benefit schemes, are contracted out of the State Earnings-Related Pension Scheme ("SERPS"), and the assets are held separately from those of the Academy.

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the Academy in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quinquennial valuations using a prospective benefit method. As stated in note 22, the TPS is a multi-employer scheme and the Academy is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. The TPS is therefore treated as a defined contribution scheme and the contributions recognised as they are paid each year.

The LGPS is a funded scheme and the assets are held separately from those of the Academy in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and gains and losses on the settlements and curtailments. They are included as part of staff costs. Past service costs are recognised immediately in the Statement of financial activities if the benefits have vested. If the benefits have not vested immediately, the costs are recognised over the period vesting occurs. The expected return on assets and the interest cost are shown as a net finance amount of other finance costs or credits adjacent to interest. Actuarial gains and losses are recognised immediately in other gains and losses.

**2. VOLUNTARY INCOME**

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Donations	20,331	95,217	115,548	103,803

OAKFIELD SCHOOL ACADEMY TRUST  
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2014

3. ACTIVITIES FOR GENERATING FUNDS

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Lettings	12,607	-	12,607	14,200

4. INVESTMENT INCOME

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Bank interest	696	-	696	634

5. FUNDING FOR ACADEMY'S EDUCATIONAL OPERATIONS

	Unrestricted funds 2014 £	Restricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
<b>DfE/EFA grants</b>				
Capital Grants	-	80,810	80,810	211,723
General Annual Grant	-	2,350,533	2,350,533	2,280,805
Other DfE/EFA grants	-	231,123	231,123	135,288
	-	2,662,466	2,662,466	2,627,816
<b>Other government grants</b>				
High needs funding	-	47,136	47,136	117,222
Other government grants non capital	-	7,500	7,500	-
	-	54,636	54,636	117,222
<b>Other funding</b>				
Sales to students	12,420	-	12,420	-
Other	-	18,444	18,444	19,409
	12,420	18,444	30,864	19,409
	12,420	2,735,546	2,747,966	2,764,447

**OAKFIELD SCHOOL ACADEMY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2014**

**6. RESOURCES EXPENDED**

	Staff costs	Non Pay Expenditure		Total	Total
	2014	Premises	Other	2014	2013
	£	2014	2014	£	£
Direct costs	1,736,627	124,579	211,134	2,072,340	2,102,375
Support costs	388,059	170,251	153,612	711,922	670,067
<b>CHARITABLE ACTIVITIES</b>	<b>2,124,686</b>	<b>294,830</b>	<b>364,746</b>	<b>2,784,262</b>	<b>2,772,442</b>
<b>GOVERNANCE</b>	<b>-</b>	<b>-</b>	<b>8,022</b>	<b>8,022</b>	<b>9,420</b>
	<b>2,124,686</b>	<b>294,830</b>	<b>372,768</b>	<b>2,792,284</b>	<b>2,781,862</b>

**7. GOVERNANCE COSTS**

	Unrestricted funds	Restricted funds	Total funds	Total funds
	2014	2014	2014	2013
	£	£	£	£
Auditors' remuneration	-	5,900	5,900	5,650
Auditors' non audit costs	-	2,000	2,000	2,000
Governor training fees	-	122	122	1,770
	<b>-</b>	<b>8,022</b>	<b>8,022</b>	<b>9,420</b>

**8. DIRECT COSTS**

	Total	Total
	2014	2013
	£	£
Pension finance costs	35,000	25,000
Educational supplies	168,569	161,759
Staff development	7,565	9,422
Supply teachers	39,320	55,411
Wages and salaries	1,383,865	1,430,482
National insurance	97,312	97,574
Pension cost	216,130	236,360
Depreciation	124,579	86,367
	<b>2,072,340</b>	<b>2,102,375</b>

**OAKFIELD SCHOOL ACADEMY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2014**

**9. SUPPORT COSTS**

	Total 2014 £	Total 2013 £
Pension finance costs	7,000	5,000
Recruitment and other staff costs	1,085	4,326
Maintenance of premises and equipment	77,840	71,395
Cleaning	7,990	7,854
Rent and rates	17,691	18,882
Heat and light	37,707	36,659
Insurance	22,618	36,112
Security and transport	25,345	22,795
Catering	34,253	38,165
Technology costs	723	374
Office overheads	34,845	33,735
Professional fees	56,608	67,353
Bank interest and charges	158	104
Wages and salaries	297,204	274,390
National insurance	11,797	11,630
Pension cost	79,058	41,293
	<u>711,922</u>	<u>670,067</u>

**10. NET INCOMING RESOURCES**

This is stated after charging:

	2014 £	2013 £
Depreciation of tangible fixed assets: - owned by the charity	124,579	86,367
Auditors' remuneration	5,900	5,650
Auditors' remuneration - non-audit	2,000	2,000
	<u>132,479</u>	<u>94,017</u>

**11. STAFF**

**a. Staff costs**

Staff costs were as follows:

	2014 £	2013 £
Wages and salaries	1,681,069	1,704,872
Social security costs	109,109	109,204
Other pension costs (Note 22)	295,188	277,653
	<u>2,085,366</u>	<u>2,091,729</u>
Supply teacher costs	39,320	55,411
	<u>2,124,686</u>	<u>2,147,140</u>

**OAKFIELD SCHOOL ACADEMY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2014**

**11. STAFF (continued)**

**b. Staff numbers**

The average number of persons employed by the Academy during the year expressed as full time equivalents was as follows:

	2014 No.	2013 No.
Teachers	28	27
Teaching support	23	24
Administration and support	14	13
Management	5	4
	70	68
	70	68

**c. Higher paid staff**

The number of employees whose emoluments fell within the following bands was:

	2014 No.	2013 No.
In the band £70,001 - £80,000	1	1
	1	1
	1	1

Annual employer's contributions of £26,788 (2013: £10,008) are payable to the Teachers' Pension Scheme (TPS) in respect of the above employees.

**12. TRUSTEES' REMUNERATION AND EXPENSES**

During the year retirement benefits were accruing to 5 Trustees (2013: 4) in respect of defined benefit pension schemes.

The principal and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff, and not in respect of their services as Trustees. Other Trustees did not receive any payments, other than expenses, from the Academy in respect of their role as Trustees. The value of Trustees' remuneration, including pension costs, in the year was as follows: P Hill (for the period 1 September 2013 to 31 December 2013) £25,000 - £30,000 (2013, full year: £80,000 - £85,000), E Wilkes (for the period 1 January 2014 to 31 August 2014) £45,000 - £50,000, D McGrath £40,000 - £45,000 (2013: £40,000 - £45,000), P Royle (for the period 1 September 2013 to 31 December 2013) £15,000 - £20,000 (2013, full year: £45,000 - £50,000), J McGuinness £15,000 - £20,000 (2013: £15,000 - £20,000), L Peat (for the period 7 February 2014 to 31 August 2014) £25,000 - £30,000.

During the year, no Trustees received any reimbursement of expenses (2013: £350).

**13. TRUSTEES' AND OFFICERS' INSURANCE**

In accordance with normal commercial practice the Academy has purchased insurance to protect Trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business. The insurance provides cover up to £5,000,000 on any one claim and the cost for the year ended 31 August 2014 was included in the total insurance cost.

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**14. TANGIBLE FIXED ASSETS**

	Leasehold property and improvements £	Plant and equipment £	Computer equipment £	Total £
<b>COST</b>				
At 1 September 2013	5,001,613	51,994	51,690	5,105,297
Additions	58,577	9,180	7,735	75,492
At 31 August 2014	5,060,190	61,174	59,425	5,180,789
<b>DEPRECIATION</b>				
At 1 September 2013	143,974	14,725	16,586	175,285
Charge for the year	105,543	8,143	10,893	124,579
At 31 August 2014	249,517	22,868	27,479	299,864
<b>NET BOOK VALUE</b>				
At 31 August 2014	4,810,673	38,306	31,946	4,880,925
At 31 August 2013	4,857,639	37,269	35,104	4,930,012

Included in the cost of leasehold property and improvements is £1,180,841 in respect of long term leasehold land. The leasehold interest in this land is being depreciated over the 125 year life of the lease.

**15. DEBTORS**

	2014 £	2013 £
Trade debtors	6,550	540
VAT recoverable	39,777	96,536
Prepayments and accrued income	95,696	101,893
	<u>142,023</u>	<u>198,969</u>

**16. CREDITORS:  
AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2014 £	2013 £
Trade creditors	76,719	-
Pension contributions payable	32,478	28,965
Social security and other taxes	31,962	32,503
Other creditors	102	4,215
Accruals and deferred income	33,396	168,743
	<u>174,657</u>	<u>234,426</u>

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**16. CREDITORS:**  
**AMOUNTS FALLING DUE WITHIN ONE YEAR (continued)**

Included in accruals and deferred income above is:

**DEFERRED INCOME**

Deferred income at 1 September 2013	19,797
Resources deferred during the year	8,282
Amounts released from previous years	(19,797)
Deferred income at 31 August 2014	<u>8,282</u>

**17. STATEMENT OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Gains/ (Losses) £	Carried Forward £
<b>UNRESTRICTED FUNDS</b>						
General funds	<u>154,776</u>	<u>46,054</u>	<u>(13,681)</u>	<u>-</u>	<u>-</u>	<u>187,149</u>
<b>RESTRICTED FUNDS</b>						
General Annual Grant (GAG)	141,525	2,350,533	(2,124,748)	(25)	-	367,285
High needs	-	47,136	(47,136)	-	-	-
Pupil premium	30,856	198,743	(229,599)	-	-	-
Devolved formula capital	3,828	13,062	-	(16,890)	-	-
Other DfE/EFA grants	-	32,380	(32,380)	-	-	-
Other government grants	-	7,756	(7,756)	-	-	-
Other restricted funds	-	113,405	(113,405)	-	-	-
Pension reserve	(1,013,000)	-	(99,000)	-	29,000	(1,083,000)
	<u>(836,791)</u>	<u>2,763,015</u>	<u>(2,654,024)</u>	<u>(16,915)</u>	<u>29,000</u>	<u>(715,715)</u>

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**17. STATEMENT OF FUNDS (continued)**

**RESTRICTED FIXED ASSET FUNDS**

	<b>Brought Forward £</b>	<b>Incoming resources £</b>	<b>Resources Expended £</b>	<b>Transfers in/out £</b>	<b>Gains/ (Losses) £</b>	<b>Carried Forward £</b>
Fixed asset funds brought forward	<b>4,568,406</b>	-	<b>(116,546)</b>	-	-	<b>4,451,860</b>
Fixed assets purchased from GAG and other restricted funds	<b>18,039</b>	-	<b>(899)</b>	<b>16,915</b>	-	<b>34,055</b>
DfE/EFA Capital grants	<b>343,567</b>	<b>67,748</b>	<b>(7,134)</b>	-	-	<b>404,181</b>
	<b>4,930,012</b>	<b>67,748</b>	<b>(124,579)</b>	<b>16,915</b>	-	<b>4,890,096</b>
Total restricted funds	<b>4,093,221</b>	<b>2,830,763</b>	<b>(2,778,603)</b>	-	<b>29,000</b>	<b>4,174,381</b>
Total of funds	<b>4,247,997</b>	<b>2,876,817</b>	<b>(2,792,284)</b>	-	<b>29,000</b>	<b>4,361,530</b>

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

**RESTRICTED FUNDS**

The General Annual Grant (GAG) represents funding received from the EFA during the period in order to fund the continuing activities of the school.

High needs funding is received to cater for pupils who require special education needs.

Other restricted funds includes parental contributions to educational trips.

Pupil Premium funding is received to cater for disadvantaged pupils.

Devolved formula capital is funding received from the EFA to cover the cost of maintenance and purchase of the Academy's assets.

Other DfE/EFA grants include PE/Sports Grants of £9,380, Summer School Grants of £7,500 and Year 7 Catchup Grants of £15,500. PE/Sports Grants are used for the furtherance of physical education in the Academy. Summer School Grants are provided to support the cost of running educational sessions during the summer break. Year 7 Catchup Grants are provided to support the cost enhancing learning within Year 7 at the Academy.

**FIXED ASSET FUNDS**

Capital grants from the EFA represent the capital funding for new electrical re-wiring and window replacement projects for the building.

Under the funding agreement with the Secretary of State, the Academy was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2014.

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**SUMMARY OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Gains/ (Losses) £	Carried Forward £
General funds	154,776	46,054	(13,681)	-	-	187,149
Restricted funds	(836,791)	2,763,015	(2,654,024)	(16,915)	29,000	(715,715)
Restricted fixed asset funds	4,930,012	67,748	(124,579)	16,915	-	4,890,096
	<u>4,247,997</u>	<u>2,876,817</u>	<u>(2,792,284)</u>	<u>-</u>	<u>29,000</u>	<u>4,361,530</u>

**18. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds 2014 £	Restricted funds 2014 £	Restricted fixed asset funds 2014 £	Total funds 2014 £	Total funds 2013 £
Tangible fixed assets	-	-	4,880,925	4,880,925	4,930,012
Current assets	187,149	541,942	9,171	738,262	565,411
Creditors due within one year	-	(174,657)	-	(174,657)	(234,426)
Pension scheme liability	-	(1,083,000)	-	(1,083,000)	(1,013,000)
	<u>187,149</u>	<u>(715,715)</u>	<u>4,890,096</u>	<u>4,361,530</u>	<u>4,247,997</u>

**19. NET CASH FLOW FROM OPERATING ACTIVITIES**

	2014 £	2013 £
Net incoming resources before revaluations	84,533	101,222
Returns on investments and servicing of finance	(696)	(634)
Depreciation of tangible fixed assets	124,579	86,367
Capital grants from DfE	(39,474)	(198,762)
Decrease/(increase) in debtors	68,813	(57,115)
Increase in creditors	12,691	5,736
Defined benefit pension scheme adjustments	99,000	81,000
<b>NET CASH INFLOW FROM OPERATIONS</b>	<u>349,446</u>	<u>17,814</u>

**20. ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN CASH FLOW STATEMENT**

	2014 £	2013 £
<b>RETURNS ON INVESTMENTS AND SERVICING OF FINANCE</b>		
Interest received	<u>696</u>	<u>634</u>

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**20. ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN CASH FLOW STATEMENT (continued)**

	2014 £	2013 £
<b>CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT</b>		
Purchase of tangible fixed assets	(159,819)	(231,715)
Capital grants from DfE	39,474	198,762
<b>NET CASH OUTFLOW FROM CAPITAL EXPENDITURE</b>	<u>(120,345)</u>	<u>(32,953)</u>

**21. ANALYSIS OF CHANGES IN NET FUNDS**

	1 September 2013 £	Cash flow £	Other non-cash changes £	31 August 2014 £
Cash at bank and in hand:	366,442	229,797	-	596,239
<b>NET FUNDS</b>	<u>366,442</u>	<u>229,797</u>	<u>-</u>	<u>596,239</u>

**MEMBERS' LIABILITY**

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

**22. PENSION COMMITMENTS**

The Academy's employees belong to two principal pension schemes: the Teacher's Pension Scheme for England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Somerset County Council. Both are defined benefit schemes.

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2004 and of the LGPS 31 March 2013.

Contributions amounting to £32,478 were payable to the scheme at 31 August 2014 (2013: £28,965) and are included within creditors.

**Teachers' Pension Scheme**

**Introduction**

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

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**22. PENSION COMMITMENTS (continued)**

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

The Teachers' Pensions Regulations require an annual account to be kept of receipts and expenditure (including the cost of pensions' increases). From 1 April 2001, the account has been credited with a real rate of return, which is equivalent to assuming that the balance in the account is invested in notional investments that produce that real rate of return.

**Valuation of the Teachers' Pension Scheme**

The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay (including a 0.08% employer administration charge (currently 14.1%);
- total scheme liabilities for service to the effective date of £191,500 million, and notional assets of £176,600 million, giving a notional past service deficit of £14,900 million; and
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations.

The new employer contribution rate is applicable from 1 April 2015 and will be implemented for the TPS from September 2015.

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

**Teachers' Pension Scheme Changes**

Lord Hutton made recommendations in 2011 about how pensions can be made sustainable and affordable, whilst remaining fair to the workforce and the taxpayer. The Government accepted Lord Hutton's recommendations as the basis for consultation with trade unions and other representative bodies. In March 2012 the Department for Education published proposals for the design for a reformed TPS.

The key provisions of the reformed scheme include: a pension based on career average earnings; an accrual rate of 1/57th; and a Normal Pension Age equal to State Pension Age, but with options to enable members to retire earlier or later than their Normal Pension Age. Pension benefits built up before 1 April 2015 will be fully protected.

In addition, the proposed final agreement includes a Government commitment that those within 10 years of Normal Pension Age on 1 April 2012 will see no change to the age at which they can retire, and no decrease in the amount of pension they receive when they retire. There will also be further transitional protection, tapered over a three and a half year period, for people who would fall up to three and a half years outside of the 10 year protection.

In his interim report of October 2010, Lord Hutton recommended that short-term savings were also required, and that the only realistic way of achieving these was to increase member contributions. At the Spending Review 2010 the Government announced an average increase of 3.2 percentage points on the contribution rates by 2014-15. The increases have been phased in from April 2012 on a 40:80:100% basis.

The Department for Education has continued to work closely with trade unions and other representatives bodies to develop the reformatting Teachers' Pension Scheme and regulations giving effect to it came into

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**22. PENSION COMMITMENTS (continued)**

force on 1 April 2014. Communications are being rolled out and the reformatted scheme will commence on 1 April 2015.

Under the definitions set out in Financial Reporting Standard (FRS 17) Retirement Benefits, the TPS is a multi-employer pension scheme. The Academy is unable to identify its share of the underlying assets and liabilities of the scheme. Accordingly, the Academy has taken advantage of the exemption in FRS 17 and has accounted for its contributions to the scheme as if it were a defined contribution scheme. The Academy has set out above the information available on the scheme.

**Local Government Pension Scheme**

The LGPS is a funded defined benefit scheme, with assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2014 was £107,000, of which employer's contributions totalled £79,000 and employees' contributions totalled £28,000. The agreed contribution rates for future years are 15.1% for employers and 5.5 - 7.5% for employees.

Parliament has agreed, at the request of the Secretary of State for Education, to a guarantee that, in the event of academy closure, outstanding Local Government Pension Scheme liabilities would be met by the Department for Education. The guarantee came into force on 18 July 2013.

The Academy's share of the assets and liabilities in the scheme and the expected rates of return were:

	<b>Expected return at 31 August 2014 %</b>	<b>Fair value at 31 August 2014 £</b>	<b>Expected return at 31 August 2013 %</b>	<b>Fair value at 31 August 2013 £</b>
Equities	6.70	459,000	6.50	381,000
Gilts	3.00	42,000	3.50	31,000
Other bonds	3.60	76,000	4.40	57,000
Cash	2.90	13,000	0.50	10,000
Property	5.90	64,000	5.50	42,000
Total market value of assets		<u>654,000</u>		<u>521,000</u>
Present value of scheme liabilities		<u>(1,737,000)</u>		<u>(1,534,000)</u>
(Deficit)/surplus in the scheme		<u><u>(1,083,000)</u></u>		<u><u>(1,013,000)</u></u>

The amounts recognised in the Balance sheet are as follows:

	<b>2014 £</b>	<b>2013 £</b>
Present value of funded obligations	(1,737,000)	(1,534,000)
Fair value of scheme assets	<u>654,000</u>	<u>521,000</u>
Net liability	<u><u>(1,083,000)</u></u>	<u><u>(1,013,000)</u></u>

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**22. PENSION COMMITMENTS (continued)**

The amounts recognised in the Statement of financial activities are as follows:

	2014 £	2013 £
Current service cost	(136,000)	(131,000)
Interest on obligation	(75,000)	(52,000)
Expected return on scheme assets	33,000	22,000
Total	(178,000)	(161,000)
Actual return on scheme assets	67,000	59,000

Movements in the present value of the defined benefit obligation were as follows:

	2014 £	2013 £
Opening defined benefit obligation	1,534,000	1,256,000
Current service cost	136,000	131,000
Interest cost	75,000	52,000
Contributions by scheme participants	28,000	28,000
Actuarial (gains)/losses	(24,000)	81,000
Benefits paid	(12,000)	(14,000)
Liability transferred on conversion	-	-
Closing defined benefit obligation	1,737,000	1,534,000

Movements in the fair value of the Academy's share of scheme assets:

	2014 £	2013 £
Opening fair value of scheme assets	521,000	368,000
Expected return on assets	33,000	22,000
Actuarial gains	5,000	37,000
Contributions by employer	79,000	80,000
Contributions by employees	28,000	28,000
Benefits paid	(12,000)	(14,000)
	654,000	521,000

The cumulative amount of actuarial gains and losses recognised in the Statement of total recognised gains and losses was £161,000 (2013: £190,000).

The Academy expects to contribute £88,000 to its Defined benefit pension scheme in 2015.

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**22. PENSION COMMITMENTS (continued)**

The major categories of scheme assets as a percentage of total scheme assets are as follows:

	2014	2013
Equities	70.00 %	73.00 %
Gilts	6.00 %	6.00 %
Other bonds	12.00 %	11.00 %
Cash	2.00 %	2.00 %
Property	10.00 %	8.00 %

Principal actuarial assumptions at the Balance sheet date (expressed as weighted averages):

	2014	2013
Discount rate for scheme liabilities	4.00 %	4.70 %
Expected return on scheme assets at 31 August	5.90 %	5.90 %
Rate of increase in salaries	4.50 %	5.10 %
Rate of increase for pensions in payment / inflation	2.70 %	2.90 %
Inflation assumption (CPI)	2.70 %	2.90 %

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

	2014	2013
Retiring today		
Males	23.6 years	20.1 years
Females	26.0 years	24.1 years
Retiring in 20 years		
Males	25.8 years	22.1 years
Females	28.3 years	26.0 years

Experience adjustment for the current period are as follows:

Defined benefit pension schemes

	2014 £	2013 £	2012 £
Defined benefit obligation	(1,737,000)	(1,534,000)	(1,256,000)
Scheme assets	654,000	521,000	368,000
Deficit	(1,083,000)	(1,013,000)	(888,000)
Experience adjustments on scheme liabilities	24,000	(81,000)	(152,000)
Experience adjustments on scheme assets	5,000	37,000	6,000

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**23. OPERATING LEASE COMMITMENTS**

At 31 August 2014 the Academy had annual commitments under non-cancellable operating leases as follows:

	2014 £	2013 £
<b>EXPIRY DATE:</b>		
Within 1 year	-	3,538
Between 2 and 5 years	<u>4,953</u>	<u>421</u>

**24. RELATED PARTY TRANSACTIONS**

Owing to the nature of the Academy's operations and the composition of the board of trustees being drawn from local public and private sector organisation, it is likely that transactions will take place with organisations in which a member of the board of trustees may have an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the Academy's financial regulations and normal procurement procedures.

During the year the Academy paid £nil (2013 - £200) for educational workshops. These were supplied by Frome Festival Ltd, a registered charity of which D Harris, a Trustee of the Academy, is also a Trustee.

**25. CONTROLLING PARTY**

The Academy is under the joint control of the trustees. There is no ultimate controlling party.