Company Registration Number: 07696148 (England & Wales)

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

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ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

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ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

REFERENCE AND ADMINISTRATIVE DETAILS

Members	Chair of Trustees - ex officio The Brentwood Diocesan Trust The Right Reverend A Williams
Trustees	Mr D Brunwin, Chair of Trustees Mr J Chambers Mrs S Anderton Mr J Pittock (appointed 8 July 2020) Mrs S Potter Mrs C Gregory Fr D Clemens Mrs R Meichen Mrs M J Hall, Head Teacher Mr T Scarborough Mr C Anderson Mr W Poulter Mrs E McNally Mrs E Bailey, Vice Chair of Trustees Mr A Oliver Mr T Wynne (appointed 8 July 2020)
Company registered number	07696148
Company name	St. Thomas More Catholic Primary School
Principal and registered office	South Road Saffron Walden Essex CB11 3DW
Company Secretary	Mrs A Davis
Accounting Officer	Mrs M J Hall
Senior Leadership Team	Mrs M J Hall, Head Teacher Mrs E McNally, Deputy Head Teacher Mrs N Hall, Assistant Head Teacher
Independent Auditors	Price Bailey LLP Chartered Accountants Causeway House 1 Dane Street Bishop's Stortford Hertfordshire CM23 3BT
Solicitors	Winckworth Sherwood LLP Minerva House 5 Montague Close London SE1 9BB

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2020

The Trustees present their Annual Report together with the financial statements and Auditor's Report of St. Thomas More Catholic Primary School (the Trust, the Academy, or the Charitable Company) for the year ended 31 August 2020. The Annual Report serves the purposes of both a Trustees' Report, and a Directors' Report under company law.

The Trust operates a School for pupils aged 4 to 11 serving a catchment area in Essex. It has a pupil capacity of 210 and had a roll of 207 in the 2020 school census.

Structure, Governance and Management

The Academy is a company limited by guarantee and an exempt charity. The Charitable Company's Memorandum and Articles of Association are its primary governing documents. The Trustees of The Charitable Company are also the Directors for the purposes of company law. The terms Trustee, Director and Governor are interchangeable. The Charitable Company is known as St. Thomas More Catholic Primary School, Saffron Walden (the School).

Details of the Trustees who served during the year are included in the Reference and Administrative Details section.

Members' Liability

Each Member of the Charitable Company undertakes to contribute to the assets of the Charitable Company in the event of it being wound up while they are a Member, or within one year after they cease to be a Member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they ceased to be a Member.

Trustees and Officers' Indemnities

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 £2,000,000 on any one claim and details of the costs are disclosed in Note 12 to the accounts.

Method of Recruitment and Appointment or Election of Trustees

The arrangements are as set out in the Articles and Funding Agreement.

Trustees are appointed for a fixed term. The Head Teacher is an ex officio member of the Governing Body. Parent Trustees and the Staff Trustees are elected to office or appointed if there are insufficient candidates offering themselves for election. The Articles of Association make provision for 18 Trustees (10 Foundation Governors, 4 Parent Governors, 2 Staff Governors, 1 other plus the Head Teacher) under article 46.

Policies and Procedures Adopted for the Induction and Training of Trustees

The Charitable Company is committed to providing adequate opportunities for Trustees to undertake and receive suitable training so as to enable them to perform their role effectively. To this end the Trust provides an internal programme of continued professional development led by School staff and links with a number of local training providers.

All new Trustees are entitled to an induction to the role, according to their need, which may include, introductory sessions, mentoring and formal courses. This process will involve a meeting with the Chairman of Trustees and Head Teacher or Deputy Head Teacher. All Trustees are provided with a handbook plus copies of policies and procedures and documents that are appropriate to the role they undertake as Trustees with particular emphasis on the committee work that they will undertake.

Organisational Structure

The governance of the Academy is defined in the Memorandum and Articles of Association together with the Funding Agreement with the Department of Education.

The Board of Trustees, which meets on at least 4 occasions per year and each individual committee at least 3 times per year, is responsible for the strategic direction of the Academy. The Board reviews progress towards educational objectives and results; approves major expenditure requests; sets the budget for the following year; sets the organisational staffing structure; agrees the performance objectives of the Headteacher with the School Improvement Partner and reviews them.

The Head Teacher is the designated Accounting Officer and has overall responsibility for the day to day financial management of the Charitable Company. The Head Teacher has delegated responsibility for low values of expenditure to specific budget holders who are responsible for managing their own departments within their allocated budgets. A system of financial controls is in place to manage this process.

The Head Teacher manages the Academy on a daily basis supported by a Senior Leadership Team (SLT). The SLT meets frequently to discuss emerging matters and to help to develop strategies for future development to be put to the Head Teacher and the Board of Trustees as required for approval. Each member of the SLT has specific responsibilities to assist the Head Teacher to manage certain aspects of the Academy.

Arrangements for Setting Pay and Remuneration of Key Management Personnel

Key management personnel include Academy Trustees and those staff to whom the Trustees have delegated significant authority and responsibility in the day-to-day running of the Trust.

Pay and remuneration of key management personnel is decided by a variety of contributory factors, such as the school group size, Individual Salary Range (ISR), the pay scales for each role and the level of experience of each staff member. In addition, pay levels may be affected by nationally agreed pay awards, the ability to recruit and retain in post, all of which are in accordance with the Trust's appointment and pay policies.

All amendments to key management's pay and remuneration are delegated to and approved by the appropriate sub-committee and reviewed by the Board of Trustees.

Trade union facility time

There is no trade union facility time to report.

Related parties and other connected charities and organisations

Owing to the nature of the Trust's operations and the composition of the Board of Trustees being drawn from local public and private sector organisations, it is inevitable that from time to time transactions will take place with organisations in which members of the Board 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 procedures. Any transaction where the Trustee may have a pecuniary interest is only undertaken in accordance with the 'at cost' principle described in the Academies Financial Handbook.

The Trust cooperated with the following organisations during the academic year in pursuit of its charitable activities:

- Saffron Academy Trust
- Uttlesford District Council
- St Thomas More School PSA
- Essex Education Services (EES)
- St Thomas More Montessori
- The Brentwood Roman Catholic Diocesan Trust

The Trust does not have a formal sponsor.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

Objectives and Activities

Objects and Aims

The principal object and aim of the Charitable Company is the operation of the School to provide free education and care for pupils of different abilities between the ages of 4 and 11.

Objectives, Strategies and Activities

The School will work on continuing to keep its excellent results high by giving a high priority to supporting those who struggle and challenging the more able. This requires additional teaching resources, which we have always striven to fund. We will continue to target writing as a topic for improvement by giving it priority and using parent involvement. We will continue to improve our staff with both training and monitoring. We will support the teaching staff with close Trustee involvement and continue to improve Trustee skills with training and regular visits. We will continue to make St. Thomas More Catholic Primary School a safe and supportive environment for the children – one in which they enjoy their learning.

During the year the School has worked towards these aims by:

- staff and Trustee training;
- safeguarding awareness and training;
- provision of additional staffing;
- involving parents as partners; and
- inspirational leadership and values.

Our success in fulfilling our aims can be measured by previous:

- SATS results;
- EYFS GLD;
- KS1 assessments;
- phonics screen;
- involvement of parents;
- the happiness, attendance and behaviour of children; and
- good Ofsted inspection report.

Public Benefit

The Trustees believe that by working towards the objects and aims of the School as detailed above, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

Strategic Report

Achievements and Performance

The Trust continued its mission to ensure that students achieved their potential in public examinations; encouraged a wide range of extra-curricular activities; developed and retained suitable staff and guided students in suitable progression when they left the School.

No statutory testing took place this year due to Covid-19, school lock-downs and extended period of home learning. The School remained open throughout the pandemic to provide educational care for both key worker pupils and vulnerable pupils. The care for and support provided for vulnerable families was particularly noteworthy.

Key Performance Indicators

The Trustees receive regular information at each committee meeting to enable them to monitor the performance of the School compared to aims, strategies and financial budgets.

As funding is based on pupil numbers this is a key performance indicator. Pupil numbers for 2020 October census were 207 against a forecast of 210.

Another key financial performance indicator is staffing costs as a percentage of total income, for 2019/2020 this was 81%. The Board of Trustees is confident that staffing levels are closely monitored to agreed full time equivalent and staffing structures all approved by the Board.

The Finance and General Purposes Committee also monitor premises costs to General Annual Grant (GAG) income, capitation spend for curriculum departments to GAG income, total income less grants and cash flow on a regular basis to ensure that the budget is set and managed appropriately.

Going Concern

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the 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. Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

In making this statement the Board of Trustees have taken into due consideration the effects upon the Trust of the COVID-19 pandemic, the partial closure of the School during the period and the changes in practices introduce from the 2020 Autumn term.

Further consideration on the Trust's ability to continue as a going concern as a result of the COVID-19 pandemic can be found in Note 1.2.

Financial Review

The principal source of funding for the Trust is the GAG and other grants that it receives from the Education and Skills Funding Agency (ESFA). For the year ended 31 August 2020 the Trust received £1,047,478 of GAG and other funding (excluding capital grants and the donation in kind). A high percentage of this income is spent on wages and salaries and support costs to deliver the Academy's primary objective of the provision of education. During the year the Trust spent £1,130,070 on general running costs (excluding capital projects and the donation in kind). The Academy brought forward from 18/19, £2,340 restricted funds (excluding capital) and £26,818 unrestricted funding. The carry forward for 19/20 is £Nil restricted funding (excluding capital) and £6,566 unrestricted funding.

Due to the accounting rules for the Local Government Pension Scheme under FRS102, the Academy is recognising a significant pension fund deficit of £647,000. This does not mean that an immediate liability for this amount crystallises and such a deficit generally results in a cash flow effect in the form of increased employer contributions over a number of years.

Reserves Policy

The Trustees are aware of the requirement to balance current and future needs and always aim to set a balanced budget with annual income balancing annual expenditure. The Trustees monitor estimated year-end carry forward figures via the monthly reports from the Business Manager. The budget plan identifies how any carry forward will be allocated in the plan for the following academic year, including the identification of any funds earmarked for a specific project or purpose.

The Academy's current level of free reserves (total funds less the amount held in fixed assets and restricted funds) is £6,566. This has been built up from a mixture of locally raised income and balances transferred from the predecessor school.

The cash balance of the Academy has been healthy all year, ending the year with a balance of £62,255. The Trustees monitor cash flow as part of the committee Business Manager reports and attempt to hold a minimum of £37,500 to cover short term cash flow variances.

Investment Policy

Due to the pressure on school finances, low level of surplus funds, and the low interest rate environment, investing funds is not currently a key consideration for the Trustees.

Principal Risks and Uncertainties

The Trustees maintain a risk register identifying the major risks to which the Academy is exposed and identifying actions and procedures to mitigate those risks. A formal review of the risk register process is undertaken on an annual basis and the internal control systems and the exposure to said risks are monitored on behalf of the Trustees at each Finance and General Purposes Committee meeting. The principal risks facing the Trust are outlined below; those facing the Academy at an operational level are addressed by its systems and by internal financial and other controls.

The Trustees report that the Trust's financial and internal controls conform to guidelines issued by the ESFA, and that improvements to the wider framework of systems dealing with business risk and risk management strategy continue to be made and formally documented.

It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

As an academy school, the level of financial risk is low. Cash flows can be reliably forecast, monitored and reported. Staff costs make up the majority of expenditure and are relatively stable with contingencies in place to cover such items as sickness and maternity.

The Trustees assess the other principal risks and uncertainties facing the Trust as follows:

- the Academy has considerable reliance on continued Government funding through the ESFA and 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 progress and outcomes 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 on the quality of its staff and the Trustees monitor and review policies and procedures and recruitment 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 an Internal Auditor to carry out independent and external checks on financial systems and records as required by the Academy Financial Handbook. All finance staff receive training to keep up to date with financial practice requirements and develop their skills in this area;

- financial instruments – the Academy only deals with bank balances, cash and trade creditors, with limited trade (and other) debtors. The risk in this area is considered to be low; and

- defined benefit pension liability – as the Government has agreed to meet the defined benefit pension liability of any school ceasing to exist the main risk to the Academy is an annual cash flow funding of part of the deficit. Trustees take these payments into account when setting the annual budget plan.

The Academy has continued to strengthen its risk management process throughout the year by improving the process and ensuring staff awareness. A specific Covid Risk Assessment was put together working with local partners, Governors and staff.

Covid 19

All aspects of school life were affected by the Coronavirus Pandemic. School closed on 20th March 2020 for all but children of essential workers. All clubs and after school care were cancelled as were PSA activities. There was increased spending on cleaning and PPE. All of this impacted the school finances.

Fundraising

In the first term of the year the Trust only held small fundraising events including a Christmas bazaar, bingo night, children's disco and bouncy castle day. The Trust also operates a voluntary levy known as 'The Governors Levy'. The Trust does not work with professional fundraisers or companies who carry out fundraising on its behalf. During the year no complaints or issues have arisen as a result of the fundraising events.

Plans for Future Periods

For the 2020/2021 year our immediate plans are to manage catch up programmes for those children whose academic progress may have suffered during lockdown while keeping an eye on our main target areas of reading and writing.

We will also be closely monitoring school finances and reviewing some expenditure because of the impact on income during the pandemic.

Funds Held as Custodian Trustee on Behalf of Others

No funds held.

Auditor

Insofar as the Trustees are aware:

- there is no relevant audit information of which the Charitable Company's Auditor is 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 Auditor is aware of that information.

The Trustees' Report, incorporating a Strategic Report, was approved by the Board of Trustees, on 11 Dec 2020 and signed on its behalf by:

David Brunwin

Mr D Brunwin (Dec 11, 2020, 3:19pm)
Mr D Brunwin
Chair of Trustees

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

GOVERNANCE STATEMENT

Scope of responsibility

As Trustees, we acknowledge we have overall responsibility for ensuring that St. Thomas More Catholic Primary School 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.

As Trustees, we have reviewed and taken account of the guidance in DfE's Governance Handbook and competency framework for governance.

The Board of Trustees has delegated the day-to-day responsibility to the Head Teacher, 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 St. Thomas More Catholic Primary School 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 Statement of Trustees' Responsibilities. The Board of Trustees has formally met 5 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
Mr D Brunwin, Chair of Trustees	5	5
Mr J Chambers	5	5
Mrs S Anderton	3	4
Mr J Pittock	3	4
Mrs S Potter	5	5
Mrs C Gregory	4	5
Fr D Clemens	2	5
Mrs R Meichen	1	5
Mrs M J Hall, Head Teacher	5	5
Mr T Scarborough	5	5
Mr C Anderson	4	5
Mr W Poulter	4	5
Mrs E McNally	5	5
Mrs E Bailey, Vice Chair of Trustees	4	5
Mr A Oliver	4	5
Mr T Wynne	4	4

David Brunwin was elected Chair of Governors for September 2019-2020. Again, this year has been challenging financially exacerbated by the Covid lockdown. The Governing Body have been closely involved in monitoring the budget and in planning the budget for the next 3 years.

Monthly income and expenditure reports were produced and studies in detail on a monthly basis between the Business Manager and Headteacher. They were also studied at each Finance and General Purposes Committee meeting and discussions shared with the Board of Trustees. This ensures effective oversight of funds.

The Trust has carried out a self-evaluation during the year and concluded that there were no significant issues. A skills audit is also being carried out by the Trust.

Governance (continued)

The Finance and General Purposes Committee is a sub-committee of the main Board of Trustees. Its purpose is to:

- Ensure finances are sound for now and the future;
- Ensure buildings are regularly maintained and are fit for purpose;
- Take the lead in any building improvement projects; and
- Take the lead on any other projects that do not fall within the remit of either personnel or pupil related committees.

Attendance during the year at meetings was as follows:

Trustee	Meetings attended	Out of a possible
Mrs M J Hall	3	3
Mr D Brunwin	3	3
Mr T Scarborough	3	3
Mr A Oliver	3	3
Mr C Anderson	2	3
Mr T Wynne	3	3

Review of value for money

As Accounting Officer, the Head Teacher has responsibility for ensuring that the Academy delivers good value in the use of public resources. The Accounting Officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

The Accounting Officer considers how the Academy's use of its resources has provided good value for money during each academic year, and reports to the Board of Trustees where value for money can be improved, including the use of benchmarking data where appropriate. The Accounting Officer for the Academy has delivered improved value for money during the year by:

- Reviewing contracts to ensure we are paying reasonable costs;
- Benchmarking spend with other like size schools;
- Working in partnership with other schools to use group discounts.

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 on-going 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 St. Thomas More Catholic Primary School for the year 1 September 2019 to 31 August 2020 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 2019 to 31 August 2020 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'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 and General Purposes Committee of reports which indicate financial performance against the forecasts and of major purchase plan, capital works an 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 to appoint Price Bailey as Internal Auditor. The Board of Trustees understands that following the new Ethical Standards, new internal scrutiny arrangements will need to be made for next year.

The Internal Auditor's role includes giving advice on financial matters and performing a range of checks on the Academy's financial systems. In particular, the checks carried out in the current period included:

- Accountability and Audit;
- Main financial requirements;
- Money & oversight.

On an annual basis, the Internal Auditor reports to the Board of Trustees through the Finance and General Purposes Committee on the operation of the systems of control and on the discharge of the Board of Trustees financial responsibilities and annually prepares an annual summary report to the Committee outlining the areas reviewed, key findings, recommendations and conclusions to help the Committee consider actions and assess year on year progress.

The Internal Auditor has delivered their schedule of work as planned and there were no material control issues arising as a result of their work.

Review of effectiveness

As Accounting Officer, the Head Teacher 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 Internal Auditor;
- the work of the external Auditors;
- the financial management and governance self-assessment process or the school resource management self-assessment tool;
- the work of the executive managers within the Academy who have responsibility for the development and maintenance of the internal control framework.

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

Approved by the Board of Trustees on 11 Dec 2020 and signed on their behalf by:

David Brunwin

Mr D Brunwin
D Brunwin (Dec 14, 2020, 3:19pm)
Chair of Trustees

M J Hall

Mrs M J Hall
M J Hall (Dec 14, 2020, 12:55pm)
Accounting Officer

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As Accounting Officer of St. Thomas More Catholic Primary School I have considered my responsibility to notify the Board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy, under the funding agreement in place between the Academy and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2019.

I confirm that I and the Board of Trustees are able to identify any material irregular or improper use of all 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 2019.

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 ESFA.

M J Hall

M J Hall (Dec 14, 2020, 12:55pm)

Mrs M J Hall
Accounting Officer
Date: 14 Dec 2020

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 AUGUST 2020

The Trustees (who are also the Directors of the Charitable Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with the Academies Accounts Direction published by the Education and Skills 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 . 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 2019 and the Academies Accounts Direction 2019 to 2020;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The 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 ESFA/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 the Board of Trustees on 11 Dec 2020 and signed on its behalf by:

David Brunwin

Mr D Brunwin (11 Dec 2020, 3:19pm)
Chair of Trustees

INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

Opinion

We have audited the financial statements of St. Thomas More Catholic Primary School (the 'Academy') for the year ended 31 August 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the Academy's affairs as at 31 August 2020 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, the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.

Basis for opinion

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

Conclusions relating to going concern

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

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

INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL (CONTINUED)

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Other information includes the Trustees' Report including the Strategic Report, the Governance Statement and the Accounting Officer's Statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our Report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees' Report including the Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report and the Strategic Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the Academy and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report including the Strategic Report.

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

- 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.

Responsibilities of trustees

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

In preparing the financial statements, the Trustees are responsible for assessing the Academy's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Academy or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL (CONTINUED)

Auditors' responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

Use of our report

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 opinions we have formed.

Gary Miller (Senior Statutory Auditor)
for and on behalf of
Price Bailey LLP
Chartered Accountants
Statutory Auditors
Causeway House
1 Dane Street
Bishop's Stortford
Hertfordshire
CM23 3BT

Date: 15 December 2020

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL AND THE EDUCATION AND SKILLS FUNDING AGENCY

In accordance with the terms of our engagement letter dated 10 September 2018 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2019 to 2020, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by St. Thomas More Catholic Primary School during the year 1 September 2019 to 31 August 2020 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 St. Thomas More Catholic Primary School and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to St. Thomas More Catholic Primary School and ESFA 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 St. Thomas More Catholic Primary School and ESFA, for our work, for this Report, or for the conclusion we have formed.

Respective responsibilities of St. Thomas More Catholic Primary School's Accounting Officer and the Reporting Accountant

The Accounting Officer is responsible, under the requirements of St. Thomas More Catholic Primary School's funding agreement with the Secretary of State for Education dated 1 August 2011 and the Academies Financial Handbook, extant from 1 September 2019, 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 2019 to 2020. 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 September 2019 to 31 August 2020 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 2019 to 2020 issued by ESFA. 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.

INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL AND THE EDUCATION & SKILLS FUNDING AGENCY (CONTINUED)

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

The work undertaken to draw to our conclusion includes:

- An assessment of the risk of material irregularity, impropriety and non-compliance of the Trust's activities.
- Consideration and corroboration of the evidence supporting the Accounting Officer's statement on regularity, propriety and compliance, and how the Trust complies with the framework of authorities.
- Evaluation of the general control environment of the Academy Trust, extending the procedures required for financial statements to include regularity, propriety and compliance.
- Discussions with and representations from the Accounting Officer and other key management personnel.
- An extension of substantive testing from our audit of the financial statements to cover matters pertaining to regularity, propriety and compliance in order to support the regularity conclusions including governance, internal controls, procurement and the application of income.

Conclusion

In the course of our work, nothing has come to our attention which suggest in all material respects the expenditure disbursed and income received during the year 1 September 2019 to 31 August 2020 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Reporting Accountant
Price Bailey LLP

Date: 15 December 2020

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 AUGUST 2020

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:						
Donations and capital grants	3	19,078	80,741	8,891	108,710	181,262
Charitable activities	4	40,887	901,264	-	942,151	898,755
Other trading activities	5	36,938	35,495	-	72,433	65,395
Investments	6	75	-	-	75	78
Total income		96,978	1,017,500	8,891	1,123,369	1,145,490
Expenditure on:						
Charitable activities	7	117,230	1,079,840	33,571	1,230,641	1,161,194
Total expenditure		117,230	1,079,840	33,571	1,230,641	1,161,194
Net movement in funds before other recognised gains/(losses)		(20,252)	(62,340)	(24,680)	(107,272)	(15,704)
Other recognised gains/(losses):						
Actuarial losses on defined benefit pension schemes	23	-	(80,000)	-	(80,000)	(84,000)
Net movement in funds		(20,252)	(142,340)	(24,680)	(187,272)	(99,704)
Reconciliation of funds:						
Total funds brought forward (restated)		26,818	(504,660)	55,162	(422,680)	(322,976)
Net movement in funds		(20,252)	(142,340)	(24,680)	(187,272)	(99,704)
Total funds carried forward		6,566	(647,000)	30,482	(609,952)	(422,680)

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

The notes on pages 21 to 42 form part of these financial statements.

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL
REGISTERED NUMBER: 07696148

BALANCE SHEET
AS AT 31 AUGUST 2020

	Note		2020 £		2019 £
Fixed assets					
Tangible assets	13		20,190		25,203
Current assets					
Debtors	14	240,597		247,969	
Cash at bank and in hand		62,255		104,027	
		302,852		351,996	
Creditors: amounts falling due within one year	15	(151,994)		(158,879)	
Net current assets			150,858		193,117
Total assets less current liabilities			171,048		218,320
Creditors: amounts falling due after more than one year	16		(134,000)		(134,000)
Net assets excluding pension liability			37,048		84,320
Defined benefit pension scheme liability	23		(647,000)		(507,000)
Total net liabilities			(609,952)		(422,680)
Funds of the Academy					
Restricted funds:					
Fixed asset funds	17	30,482		55,162	
Restricted income funds	17	-		2,340	
Restricted funds excluding pension asset	17	30,482		57,502	
Pension reserve	17	(647,000)		(507,000)	
Total restricted funds	17		(616,518)		(449,498)
Unrestricted income funds	17		6,566		26,818
Total funds			(609,952)		(422,680)

The financial statements on pages 18 to 42 were approved by the Trustees on 11 Dec 2020 and are signed on their behalf, by:

David Brunwin

Mr D Brunwin
D Brunwin (Dec 11, 2020, 3:19pm)
Chair of Trustees

The notes on pages 21 to 42 form part of these financial statements.

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 AUGUST 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	19	(41,847)	20,052
Cash flows from investing activities	20	75	78
Change in cash and cash equivalents in the year		(41,772)	20,130
Cash and cash equivalents at the beginning of the year		104,027	83,897
Cash and cash equivalents at the end of the year	21, 22	62,255	104,027

The notes on pages 21 to 42 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2020

1. Accounting policies

A summary of the principal accounting policies adopted (which have been applied consistently, except where noted), judgments and key sources of estimation uncertainty, is set out below.

1.1 Basis of preparation of financial statements

The financial statements of the Academy, which is a public benefit entity under FRS 102, have been prepared under the historic cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2019 to 2020 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

The Trust's functional and presentational currency is Pounds Sterling.

Company status

The Trust is a Company limited by guarentee. The Members are noted on page 1. In the event of the Trust being wound up, the liability in respect of the guarantee is limited to £10 per Member.

The Registered Office is South Road, Saffron Walden, Essex, CB11 3DW.

1.2 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 at least one year from the date of authorisation for issue of the financial statements and have concluded that the Academy has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Academy's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Following the year end the Academy has been affected to a limited extent by restrictions imposed by the UK Government in response to the COVID-19 pandemic.

The Academy derives the majority of its income from local and national government grant funding which is secured for a number of years, under the terms of the Academy Funding Agreement with the Secretary of State for Education. This will ensure that the Academy can continue operating for a period of at least 12 months following the date of this Report. The financial statements do not contain any adjustments that would be required if the Academy were not able to continue as a going concern.

In reaching their conclusions on the continued adoption of the going concern basis the Trustees have taken account of the fact that the financial statements show net liabilities of £609,952. These liabilities are caused by the LGPS pension deficit of £647,000. As noted in the Trustees' Report this deficit does not mean that an immediate liability for the amount crystallises but does result in a cash flow effect in the form of increased employer contributions over a number of years, all of which are included within the Trust's normal operating budget.

1. Accounting policies (continued)

1.3 Income

All incoming resources are recognised when the Academy has entitlement to the funds, the receipt is probable and the amount can be measured reliably.

- **Grants**

  Grants are included in the Statement of Financial Activities incoporating Income and Expenditure Account 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 meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

  General Annual Grant is recognised in full in the Statement of Financial Activities in the year for which it is receivable and any abatement in respect of the year is deducted from income and recognised as a liability.

  Capital grants are recognised in full when there is an unconditional entitlement to the grant. Unspent amounts of capital grants are reflected in the Balance Sheet in the restricted fixed asset fund. Capital grants are recognised when there is entitlement and are not deferred over the life of the asset on which they are expended.

- **Donations**

  Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.

1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

- **Charitable activities**

  These are costs incurred on the Academy's educational operations, including support costs and costs relating to the governance of the Academy apportioned to charitable activities.

  All resources expended are inclusive of irrecoverable VAT.

1. Accounting policies (continued)

1.5 Tangible fixed assets

Assets costing £5,000 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

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. Where there are specific conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities and carried forward in the Balance Sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the Statement of Financial Activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

The Trust occupies land and buildings provided to it by Diocesan Trustees under a licence (also referred to as a Church Supplemental Agreement) which contains a two year notice period. Having considered the fact that the Trust occupies the land and buildings by a licence that transfers to the Trust no rights or control over the site save that of occupying it at the will of the Diocesan Trustees under the agreement, the Diocesan Trustees have concluded that the value of the land and buildings occupied by the Trust will not be recognised or valued within fixed assets.

Capital improvements to Diocesan owned property are recognised as expenditure.

Depreciation is provided on all tangible fixed assets other than freehold land and assets under construction, at rates calculated to write off the cost of each asset less their residual value, over their expected useful life, as follows:

Depreciation is provided on the following basis:

Furniture and fixtures	- 3 -10 years straight line

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

1.6 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.8 Liabilities

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Academy anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

1. Accounting policies (continued)

1.9 Financial instruments

The Academy only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the Academy and their measurement bases are as follows:

Financial assets - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 14. Prepayments are not financial instruments.

Cash at bank is classified as a basic financial instrument and is measured at face value.

Financial Liabilities - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in notes 15 and 16. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

1.10 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.

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 quadrennial valuations using a prospective unit credit method. TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded multi-employer 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 credit 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 the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the Statement of Financial Activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

Actuarial gains and losses are recognised immediately in other recognised gains and losses.

1. Accounting policies (continued)

1.11 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 the funders where the asset acquired or created is held for a specific purpose.

Restricted general funds comprise all other restricted funds received with restrictions imposed by the funder/donor and include grants from the Department for Education Group.

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

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Trustees make estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 23, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the Actuary in valuing the pensions liability at 31 August 2020. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

3. Income from donations and capital grants

	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £	Total funds 2019 £
Donations	19,078	13,741	-	32,819	46,677
Notional Rent	-	67,000	-	67,000	67,000
Capital grants	-	-	8,891	8,891	67,585
	19,078	80,741	8,891	108,710	181,262
Total 2019	24,478	89,199	67,585	181,262	

In 2019, income from donations was £46,677 of which £24,478 was unrestricted and £22,199 restricted.

In 2019, capital grants of £67,585 were in relation to restricted fixed assets.

4. Funding for the Academy's provision of education

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
DfE/ESFA grants				
General Annual Grant (GAG)	-	790,929	790,929	763,247
Other DfE / ESFA grants	-	70,308	70,308	78,383
	-	861,237	861,237	841,630
Other government grants				
Local Authority grants	-	40,027	40,027	17,194
	-	40,027	40,027	17,194
Other funding				
Catering Income	40,887	-	40,887	39,931
	40,887	901,264	942,151	898,755
Total 2019	39,931	858,824	898,755	

In 2019, income from DFE/ESFA grants was £841,630 of which all was restricted.

In 2019, income from other government grants was £17,194 of which all was restricted.

In 2019, income from catering was £39,931 of which all was unrestricted.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

5. Income from other trading activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Uniform income	94	-	94	236
Swimming income	7,923	-	7,923	8,815
Other income	28,921	35,495	64,416	56,344
	36,938	35,495	72,433	65,395
Total 2019	56,592	8,803	65,395	

In 2019, Uniform Income was £236 of which all was unrestricted.

In 2019, Swimming Income was £8,815 of which all was unrestricted.

In 2019, Other Income was £56,344 of which £47,541 was unrestricted and £8,803 was restricted.

6. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Bank interest	75	75	78

In 2019, all investment income was in relation to unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

7. Expenditure

	Staff Costs 2020 £	Premises 2020 £	Other 2020 £	Total 2020 £	Total 2019 £
Provision of Education:					
Direct costs	723,593	-	45,849	769,442	719,659
Allocated support costs	191,321	153,645	116,233	461,199	441,535
	914,914	153,645	162,082	1,230,641	1,161,194
Total 2019	852,461	136,463	172,270	1,161,194	

8. Charitable Activities

	2020 £	2019 £
Direct costs	769,442	719,659
Support costs	461,199	441,535

	2020 £	2019 £
Analysis of support costs		
Support staff costs	191,321	176,081
Depreciation	5,013	5,021
Technology costs	8,038	7,255
Premises costs	148,632	136,463
Other support costs	93,865	111,214
Governance costs	13,955	5,501
Legal costs	375	325
Total	461,199	441,860

Included within premises costs is capital grant expenditure of £28,558 which has been applied to the improvement of Diocesan property occupied by the Academy.

9. Net expenditure

Net expenditure for the year includes:

	2020 £	2019 £
Depreciation of tangible fixed assets	5,013	5,021
Fees paid to Auditors for:		
- audit	4,100	3,980
- other services	4,595	4,460

10. Staff

a. Staff costs

Staff costs during the year were as follows:

	2020 £	2019 £
Wages and salaries	675,905	648,041
Social security costs	44,096	45,827
Pension costs	194,913	158,593
	914,914	852,461

b. Staff numbers

The average number of persons employed by the Academy during the year was as follows:

	2020 No.	2019 No.
Teachers	15	14
Administration and support	30	28
Management	1	3
	46	45

10. Staff (continued)

c. Higher paid staff

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2020 No.	2019 No.
In the band £70,001 - £80,000	1	1

d. Key management personnel

The key management personnel of the Academy comprise the Trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Academy was £246,359 (2019 £228,725).

Employer pension contributions included within key management personnel remuneration were £43,346 (2019: £30,782).

Employer national insurance contributions included within key management personnel remuneration were £20,432 (2019: £19,878).

11. Trustees' remuneration and expenses

One or more Trustees has been paid remuneration or has received other benefits from an employment with the Academy. The Head Teacher and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of Head Teacher and staff members under their contracts of employment. The value of Trustees' remuneration and other benefits was as follows:

		2020 £	2019 £
Mrs M J Hall	Remuneration	75,000 - 80,000	70,000 - 75,000
	Pension contributions paid	15,000 - 20,000	10,000 - 15,000
Mrs E McNally	Remuneration	55,000 - 60,000	50,000 - 55,000
	Pension contributions paid	10,000 - 15,000	5,000 - 10,000
Mrs R Meichen	Remuneration	25,000 - 30,000	25,000 - 30,000
	Pension contributions paid	5,000 - 10,000	5,000 - 10,000

During the year ended 31 August 2020, travel and subsistence expenses totalling £104 were reimbursed or paid directly to 1 Trustee (2019 - £NIL).

12. 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 2020 was £4,354 (2019 - £5,848). The cost of this insurance is included in the total insurance cost.

13. Tangible fixed assets

	Furniture and equipment £
Cost or valuation	
At 1 September 2019	66,235
At 31 August 2020	66,235
Depreciation	
At 1 September 2019	41,032
Charge for the year	5,013
At 31 August 2020	46,045
Net book value	
At 31 August 2020	20,190
At 31 August 2019	25,203

14. Debtors

	2020 £	2019 £
Due after more than one year		
Other debtors (see note 26)	134,000	134,000
	134,000	134,000
Due within one year		
Trade debtors	7,332	3,634
Other debtors	68,966	67,000
Prepayments and accrued income	30,299	43,335
	240,597	247,969

15. Creditors: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	24,681	17,687
Other taxation and social security	11,400	14,127
Other creditors	81,930	100,220
Accruals and deferred income	33,983	26,845
	151,994	158,879

At the balance sheet date the Academy Trust was holding funds received in advance for universal infant free school meals and residential trips taking place in the 2020/2021 academic year.

	2020 £	2019 £
Deferred income at 1 September 2019	18,635	25,903
Resources deferred during the year	19,508	18,635
Amounts released from previous periods	(18,635)	(25,903)
	19,508	18,635

16. Creditors: Amounts falling due after more than one year

	2020 £	2019 £
Other creditors (see note 26)	134,000	134,000

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2020

17. Statement of funds

	Balance at 1 September 2019 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 August 2020 £
Unrestricted funds					
Unrestricted Funds	26,818	96,978	(117,230)	-	6,566
Restricted general funds					
General Annual Grant (GAG)	-	790,929	(790,929)	-	-
Other DfE/ESFA grants	-	56,352	(56,352)	-	-
Special Education Needs (SEN)	-	40,027	(40,027)	-	-
Pupil Premium Funding	-	13,956	(13,956)	-	-
Donation in kind	-	67,000	(67,000)	-	-
Restricted donations	2,340	49,236	(51,576)	-	-
Pension reserve	(507,000)	-	(60,000)	(80,000)	(647,000)
	(504,660)	1,017,500	(1,079,840)	(80,000)	(647,000)
Restricted fixed asset funds					
Restricted Fixed Asset Funds	25,203	-	(5,013)	-	20,190
Devolved Formula Capital	-	6,329	-	-	6,329
Other capital grants	1,401	2,562	-	-	3,963
CIF grant	28,558	-	(28,558)	-	-
	55,162	8,891	(33,571)	-	30,482
Total Restricted funds	(449,498)	1,026,391	(1,113,411)	(80,000)	(616,518)
Total funds	(422,680)	1,123,369	(1,230,641)	(80,000)	(609,952)

17. **Statement of funds (continued)**

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

Unrestricted funds

This represents income received that does not have restrictions.

General Annual Grant (GAG)

This represents funding from the ESFA to cover the costs of recurrent expenditure.

Other DfE/ESFA grants

This represents various grants from national Government bodies for the provision of specific services to pupils of the School.

Restricted trip donations

This represents contributions made by parents to the running of educational visits for the pupils of the School and the associated costs of running the trips.

Other Government grants

This represents various grants from local and Government bodies for the provision of specific services to pupils of the School.

Special educational needs (SEN)

This represents funding from the Local Authority and it is used towards the education of pupils with special educational needs and disabilities.

Pupil premium funding

This funding is to be used to raise achievement and improve outcomes for pupils from low-income families who are eligible for free school meals, looked after children and those from families with parents in the Armed Forces.

Donation in kind

This fund represents the rent free occupation of the land and buildings from the Diocese of Brentwood.

Pension reserve

This fund represents the Trust's share of the deficit on the Local Government Pension Scheme (LGPS) transferred to the Trust on conversion from a state controlled school.

Restricted fixed asset funds

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

Capital grants

Capital grants are to be used to maintain and improve the Trust's buildings and facilities.

Under the funding agreement with the Secretary of State, the Academy was not subject to a limit on the amount of GAG it could carry forward at 31 August 2020.

17. Statement of funds (continued)

Comparative information in respect of the preceding year is as follows:

	Balance at 1 September 2018 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 August 2019 £
Unrestricted funds					
Unrestricted funds	12,800	121,079	(107,061)	-	26,818
Restricted general funds					
General Annual Grant (GAG)	-	763,247	(763,247)	-	-
Other DfE/ESFA grants	-	62,763	(62,763)	-	-
Restricted trip donations	-	22,199	(22,199)	-	-
Other Government grants	-	2,720	(2,720)	-	-
Special Education Needs (SEN)	-	14,474	(14,474)	-	-
Pupil Premium Funding	-	15,620	(15,620)	-	-
Donation in kind	-	67,000	(67,000)	-	-
Restricted donations	-	8,803	(6,463)	-	2,340
Pension reserve	(366,000)	-	(57,000)	(84,000)	(507,000)
	(366,000)	956,826	(1,011,486)	(84,000)	(504,660)
Restricted fixed asset funds					
Restricted Fixed Asset Funds	30,224	-	(5,021)	-	25,203
Capital grants	-	16,156	(16,156)	-	-
Other capital grants	-	2,562	(1,161)	-	1,401
CIF grant	-	48,867	(20,309)	-	28,558
	30,224	67,585	(42,647)	-	55,162
Total Restricted funds	(335,776)	1,024,411	(1,054,133)	(84,000)	(449,498)
Total funds	(322,976)	1,145,490	(1,161,194)	(84,000)	(422,680)

18. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	-	20,190	20,190
Debtors due after more than one year	-	134,000	-	134,000
Current assets	6,566	151,994	10,292	168,852
Creditors due within one year	-	(151,994)	-	(151,994)
Creditors due in more than one year	-	(134,000)	-	(134,000)
Provisions for liabilities and charges	-	(647,000)	-	(647,000)
Total	6,566	(647,000)	30,482	(609,952)

Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £
Tangible fixed assets	-	-	25,203	25,203
Debtors due after more than one year	-	134,000	-	134,000
Current assets	26,818	161,219	29,959	217,996
Creditors due within one year	-	(158,879)	-	(158,879)
Creditors due in more than one year	-	(134,000)	-	(134,000)
Provisions for liabilities and charges	-	(507,000)	-	(507,000)
Total	26,818	(504,660)	55,162	(422,680)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2020

19. Reconciliation of net expenditure to net cash flow from operating activities

	2020 £	2019 £
Net expenditure for the period (as per Statement of Financial Activities)	(107,272)	(15,704)
Adjustments for:		
Depreciation	5,013	5,021
Interest receivable	(75)	(78)
Decrease/(increase) in debtors	7,372	(13,591)
Decrease in creditors	(6,885)	(12,596)
Pension adjustment	60,000	57,000
Net cash (used in)/provided by operating activities	(41,847)	20,052

20. Cash flows from investing activities

	2020 £	2019 £
Interest	75	78

21. Analysis of cash and cash equivalents

	2020 £	2019 £
Cash in hand	62,255	104,027

22. Analysis of changes in net debt

	At 1 September 2019 £	Cash flows £	At 31 August 2020 £
Cash at bank and in hand	104,027	(41,772)	62,255
	104,027	(41,772)	62,255

23. Pension commitments

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

The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2016.

Contributions amounting to £11,127 were payable to the schemes at 31 August 2020 (2019 - £9,293) and are included within creditors.

Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies. All teachers have the option to opt-out of the TPS following enrolment.

The TPS is an unfunded scheme to which both the member and employer makes contributions, as a percentage of salary - these contributions are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy)
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million, giving a notional past service deficit of £22,000 million
- the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI, assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

The next valuation result is due to be implemented from 1 April 2023.

The employer's pension costs paid to TPS in the year amounted to £97,286 (2019 - £68,050).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website (https://www.teacherspensions.co.uk/news/employers/2019/04/teachers-pensions-valuation-report.aspx).

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The Academy 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.

23. Pension commitments (continued)

Local Government Pension Scheme

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2020 was £57,000 (2019 - £54,000), of which employer's contributions totalled £45,000 (2019 - £42,000) and employees' contributions totalled £ 12,000 (2019 - £12,000). The agreed contribution rates for future years are 21.2 per cent for employers and 5.5-12.5 per cent for employees.

As described in note the LGPS obligation relates to the employees of the Academy, who were the employees transferred as part of the conversion from the maintained school and new employees who were eligible to, and did, join the Scheme in the year. The obligation in respect of employees who transferred on conversion represents their cumulative service at both the predecessor school and the Academy at the balance sheet date.

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.

Principal actuarial assumptions

	2020 %	2019 %
Rate of increase in salaries	3.25	3.80
Rate of increase for pensions in payment/inflation	2.25	2.30
Discount rate for scheme liabilities	1.60	2.65
Inflation assumption (CPI)	2.20	2.30
Inflation assumption (RPI)	3.20	3.30

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

	2020 Years	2019 Years
Retiring today		
Males	21.8	22.3
Females	23.8	24.8
Retiring in 20 years		
Males	23.2	24.5
Females	25.2	27.1

As at the 31 August 2020 the Academy had a pension liability of £647,000 (2019 - £507,000). The sensitivity analysis detailed below would increase/(decrease) the closing defined benefit obligation in the following way;

23. Pension commitments (continued)

Sensitivity analysis

	2020 £000	2019 £000
Discount rate +0.1%	(29,000)	(23,000)
Discount rate -0.1%	29,000	23,000
Mortality assumption - 1 year increase	41,000	36,000
Mortality assumption - 1 year decrease	(40,000)	(35,000)
CPI rate +0.1%	28,000	21,000
CPI rate -0.1%	(27,000)	(20,000)

Share of scheme assets

The Academy's share of the assets in the scheme was:

	2020 £	2019 £
Equities	295,000	272,000
Gilts	20,000	22,000
Other bonds	27,000	26,000
Property	37,000	34,000
Cash and other liquid assets	13,000	13,000
Alternative assets	55,000	43,000
Other managed funds	29,000	22,000
Total market value of assets	476,000	432,000

The actual return on scheme assets was £13,000 (2019 - £31,000).

The amounts recognised in the Statement of Financial Activities are as follows:

	2020 £	2019 £
Current service cost	96,000	78,000
Past service cost	-	12,000
Interest income	(8,000)	(10,000)
Interest cost	17,000	19,000
Total amount recognised in the Statement of Financial Activities	105,000	99,000

23. Pension commitments (continued)

Changes in the present value of the defined benefit obligations were as follows:

	2020 £	2019 £
At 1 September	938,000	720,000
Current service cost	96,000	78,000
Interest cost	17,000	19,000
Employee contributions	12,000	12,000
Actuarial losses	63,000	105,000
Benefits paid	(3,000)	(8,000)
Past service costs	-	12,000
At 31 August	1,123,000	938,000

Changes in the fair value of the Academy's share of scheme assets were as follows:

	2020 £	2019 £
At 1 September	431,000	354,000
Interest income	8,000	10,000
Actuarial (losses)/gains	(17,000)	21,000
Employer contributions	45,000	42,000
Employee contributions	12,000	12,000
Benefits paid	(3,000)	(8,000)
At 31 August	476,000	431,000

24. Operating lease commitments

At 31 August 2020 the Academy had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2020 £	2019 £
Not later than 1 year	11,811	11,811
Later than 1 year and not later than 5 years	20,561	32,372
	32,372	44,183

25. 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.

26. Related party transactions

Owing to the nature of the Academy and the composition of the Board of Trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which the Trustee have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the Academies Financial Handbook, including notifying the ESFA of all transactions made on or after 1 April 2019 and obtaining their approval where required, and with the Academy's financial regulations and normal procurement procedures relating to connected and related party transactions.

The Trust operates from land and buildings provided rent free by the Diocese of Brentwood. Under an agreement between the Diocese, the Trust and the Secretary of State the Diocese would be required to give 24 months notice from the year end if it wished to terminate this agreement. No such notice had been given at the year end and the Diocese is therefore committed to providing the land and buildings rent free for a further 24 months from the year end. The Trustees estimate that the cost of renting equivalent buildings would be £67,000 per annum, on this basis a donation from the Diocese of £67,000 is shown in the accounts together with a notional expense of the same amount. In addition, included within debtors is a donation in kind receivable of £134,000 representing the commitment by the Diocese to provide the land and buildings rent free for a further 24 months.

During the year the Trust received £6,664 (2019 - £7,559) from St. Thomas More Montessori Pre-School towards the costs of premises. Mrs M J Hall, Mrs C Gregory and Mrs E Bailey were Trustees of the pre-school during the year. At the end of the year £NIL was owing to the Trust (2019 - £NIL). The amount recharged represents a full recovery of the costs incurred by the Trust.

There were no other related party transactions during the year (2019: £NIL).