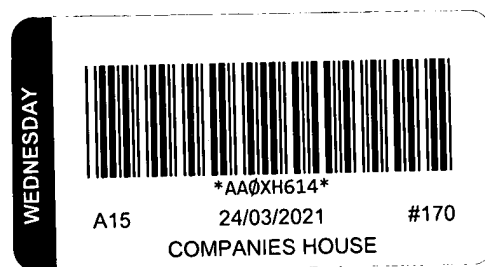
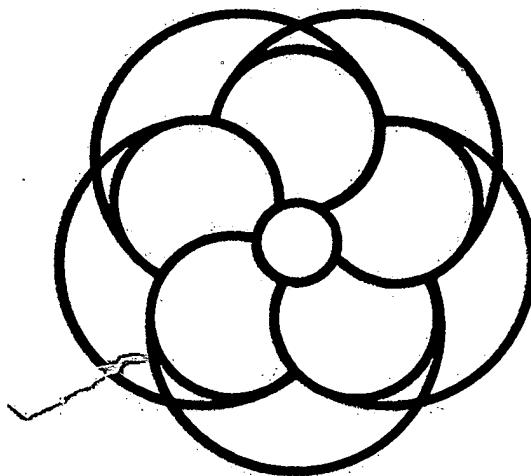


**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**  
**(A company limited by guarantee)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**YEAR ENDED 31 AUGUST 2020**



**Company registration number:**  
**07716911 (England and Wales)**

**18 MAR 2021**

# **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

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## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **REPORT OF THE GOVERNORS (INCLUDING STRATEGIC REPORT) for the year ended 31 August 2020**

<b>Members:</b>	Norwich Diocesan Board of Finance Limited Mr Richard Cranmer Mr Paul Dunning Mrs Diane Perry-Yates Rev Heather Wilcox	(resigned 4 November 2019) (appointed 18 November 2019)
<b>Governors (Trustees):</b>	Rev Heather Wilcox Mrs Diane Perry-Yates Ms Jenny Melling Ms Aziza Cranmer Mrs Julie Adams Mrs Maria Adcock Ms Ewa Parker Dr Paul Adams Mrs Michelle Horne Ms Natalie Butler Mrs Christina Kenna  Miss Holly Dutton Mrs Jane Kirman Mr Mark Wallington	(Chair from 18 November 2019) (Chair) (resigned 4 November 2019) (Vice Chair) (resigned 1 April 2020) (Accounting Officer)  (resigned 2 December 2019) (resigned 31 August 2020) (appointed 4 November 2019) (appointed 4 November 2019) (appointed 4 November 2019) (appointed 1 April 2020, resigned 12 October 2020) (appointed 13 October 2020) (appointed 13 October 2020) (appointed 5 October 2020)
<b>Senior Leadership Team:</b>	Ms Aziza Cranmer Mrs Ewa Parker Mrs Jane Kirman  Miss Holly Dutton	(Principal) (Deputy Principal to 31 August 2020) (Assistant Principal LKS2 from 1 September 2020) (Assistant Principal UKS2 from 1 September 2020)
<b>Principal and Registered office:</b>	St Mary's Church of England Junior School Swan Lane Long Stratton Norwich Norfolk NR15 2UY	
<b>Company registration number:</b>	07716911 (England and Wales)	
<b>Independent Auditor:</b>	Lovewell Blake LLP Chartered Accountants and Statutory Auditor Bankside 300 Peachman Way Broadland Business Park Norwich NR7 0LB	
<b>Bankers:</b>	Barclays Market Place Town Centre Leicester Leicestershire LE87 2BB	
<b>Solicitors:</b>	Browne Jacobson LLP Mowbray House Castle Meadow Road Nottingham NG2 1BJ	

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **REPORT OF THE GOVERNORS (INCLUDING STRATEGIC REPORT) for the year ended 31 August 2020**

The Governors present their annual report together with the financial statements and auditor's report of the charitable company for the year ended 31 August 2020. The annual report serves the purposes of both a Trustees' report and Directors' report under company law.

The Academy Trust operates an academy for pupils aged 7 to 11 serving a catchment area in Long Stratton. It has a pupil capacity of 240 and had a roll of 211 in the October 2020 school census.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Constitution**

The academy trust 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 Governors of St Mary's Church of England Junior School are also the directors of the charitable company for the purposes of company law. The charitable company operates as St Mary's Junior School.

Details of the Governors who served throughout the year, and to the date these accounts are approved are included in the Reference and Administrative Details on page 1.

#### **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.

#### **Governors' Indemnities**

Subject to the provisions of the Companies Act, every Governor or other officer or auditor of the academy trust shall be indemnified out of the assets of the academy trust against any liability incurred by them in that capacity in defending any proceedings, whether civil or criminal, in which judgement is given in favour or in which they are acquitted or in connection with any application in which relief is granted to them by the court from liability for negligence, default breach of duty or breach of trust in relation to affairs of the academy trust.

#### **Governor Recruitment, Induction and Training Procedures**

The academy trust is governed by its Governing Board. Governors exercise their powers and functions with a view to fulfilling a largely strategic role in the running of the academy trust. The Governing Board was initially appointed as described in the memorandum and articles of association, and may appoint Governors as permitted within this document. No Governors were co-opted nor were appointments made by the Secretary of State in 2019/2020. Governors may be removed by the person or persons who appointed them.

The Articles of Association require the members of the charitable company to appoint at least two Governors to be responsible for the statutory and constitutional affairs of the charitable company and the management of the academy trust.

The training and induction provided for new Governors includes a tour of the academy and a chance to meet staff and pupils. Norfolk Governor Services provides external training including financial matters. They provide regular updates on practice, legislation and guidance.

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **REPORT OF THE GOVERNORS (INCLUDING STRATEGIC REPORT) for the year ended 31 August 2020**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)**

##### **Governor Recruitment, Induction and Training Procedures (continued)**

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. Induction tends to be done informally and is tailored specifically to the individual.

##### **Organisational structure**

The organisational structure of the academy trust consists of two levels: The Governors and the Senior Leadership Team. The aim of the management structure is to devolve responsibility and encourage involvement in decision making at all levels.

The Governing Board are responsible for: setting the strategic direction of the school; adopting an annual School Development plan and financial budget; and monitoring the academy trust through financial scrutiny. The Governors are responsible for monitoring the performance of the Principal on a regular basis.

The Senior Leadership Team members for the academy trust are the Principal and Deputy Principal. These control the academy at an executive level realising the vision for the academy trust, ensuring the academy trust runs smoothly and help children make creative and academic progress, implementing the policies laid down by the Governors and reporting back to them.

##### **Arrangements for setting pay and remuneration of key management personnel**

The academy trust chooses to mirror national pay and conditions agreements for its teaching staff and mirrors local government pay and conditions for its support staff. In exceptional cases the academy trust chooses to apply individual terms and conditions where there is an overriding benefit for the academy trust in so doing.

Teaching and support staff within the academy trust are subject to an annual performance process which determines recommendations on pay progressions. Where staff are eligible for pay progression, the decision is made by the Governors.

##### **Related Parties and Other Connected Charities and Organisations**

There are no related parties which either control or significantly influence the decisions and operations of St Mary's Church of England School Academy Trust. There are no sponsors or formal Parent Teacher Associations associated with the academy trust.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objects and aims**

The Object of the academy trust is as follows:

*'The academy trust's object ("the Object") is specifically restricted to the following:*

- To advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school with a designated Church of England religious character, offering a broad and balanced curriculum ("the academy trust") conducted in accordance with the principles, practices and tenets of the Church of England both generally and in particular in relation to arranging for religious education and daily acts of worship (as required by the Funding Agreement) and in having regard to the advice of the Diocesan Board of Education, and*

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **REPORT OF THE GOVERNORS (INCLUDING STRATEGIC REPORT) for the year ended 31 August 2020**

#### **OBJECTIVES AND ACTIVITIES (continued)**

- *To promote for the benefit of individuals living in Long Stratton and the surrounding area who have need by reason of their age, infirmity or disability, financial hardship or social and economic circumstances or for the public at large the provision of facilities for recreation or other leisure time activities in the interests of social welfare and with the object of improving the condition of life of the said individuals, for so long as the Academy continues to function as an educational institution.'*

#### **Objectives, strategies and activities**

The main objectives of the Academy trust during the year ended 31 August 2019 are summarised below:

All that we do as an Academy is held together under our Mission Statement

*'Raising aspirations and a love of learning through courage, resilience, positive relationships and God's love.*

All pupils and where relevant stakeholders should:

- feel safe and valued as part of a caring community that celebrates success;
- experience and actively participate in a relevant, enjoyable curriculum that evolves to meet the needs of all;
- inspire an 'enquiring' mind and ask questions;
- be independent thinkers / learners who are able to seek solutions creatively and co-operatively;
- be able to listen and articulate responses showing consideration to others;
- be polite and courteous;
- be proactive in our responsibilities towards the community, society, the environment and economy, linking 'real life' with our learning;
- understand and respect diversity;
- develop a sense of self-esteem; and
- be well balanced and healthy individuals.

Key priorities for the year are contained in our Strategic Development Plan and are as follows:

- Improve the quality of education through intense implementation and impact of the wider curriculum and use of assessment
- Imbed positive behaviour attitudes through character developments and improved attendance
- Leadership and management to ensure vision and values are applied consistently and staff receive continuous professional development
- Further enhance Christian distinctiveness through the school

Improvement Focuses identified for this year include:

- Work with St Benet's Trust as Associate Members evidences support for the Academy, improving both learning and business standards;
- Standards in English continue to improve;
- Continue to improve outcomes in Writing at the end of KS2;
- The progress in Maths is maintained through recommended teaching methods and development of a mastery approach through high quality CPD;
- FSM/SEN gap narrows throughout the academy trust, reaching at least national outcomes for FSM and SEND;
- Curriculum developments enrich learning and outcomes cross-curricularly, deepening knowledge and skills;
- Financial management continues to be of the highest standards and give value for money;
- External / internal resources enable a safe, healthy and stimulating environment;
- Parents feel confident in the academy trust and it is valued by the community;
- IT upgrades ensure that staff are enabled to provide high-quality remote learning;
- Links with the church continue to build and strengthen; and
- Christian values are clearly embedded throughout the school community.

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **REPORT OF THE GOVERNORS (INCLUDING STRATEGIC REPORT) for the year ended 31 August 2020**

#### **Public Benefit**

In setting our objectives and planning our activities the Governors and Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. Pupils are admitted in accordance with the admissions policy agreed with the Department for Education (DfE). Children are admitted from a wide range of backgrounds, from social housing in Long Stratton, to those from higher income households outside of our catchment area. The academy trust has a rich curriculum which aims to deliver good academic progress with a range of activities and experiences, offering pupils a chance to demonstrate their abilities and potential.

#### **STRATEGIC REPORT**

##### **Achievements and performance**

Total pupils in the year ended 31 August 2020 numbered 206.

The school curriculum continues to be audited and reviewed for ongoing improvements and developments. This is being updated with each topic content covered and will be finalised by summer 2021. The curriculum not only ensure breadth and depth of coverage, improving both knowledge and skills of children, it is also a curriculum which engages children, and encourages enquiry through its aspirational cross-curricular schema. This curriculum is being built alongside subject leaders, ensuring that progression is clear across the school, as well as building in time for subject leads to attend CPD, plan and monitor their curriculum area.

In the academic year, Year 4 visited Norwich Castle for a 'Roman Day.'

In the 2019-20 academic year, Year 4 visit Norwich Castle for a 'Roman Day'. Year 6 visited Norwich Cathedral to learn about DNA. Year 5 and 6 were intended to have a trip to France and a 3-night residential to London. Whilst some of these educational visits have been delayed, the school is of course hopeful to be able to reinstate educational visits outside of school. Temporarily, teachers are therefore providing links for virtual tours and visits, in order to further enhance children curriculum learning within a safe environment. Pupils have attended several Reading and Book Festivals as well as a book author visiting the school. To enhance learning, further visitors to school included Dr Dee Enay (Mad Science) a local author (Dr Amanda Hartley), Safeguarding and Keeping Yourself Safe (NCC).

The school has offered a wide and diverse range of other activities and experiences for its pupils, including Prayer Spaces, Pastoral Support and whole school performances and it is growing closer links with the local community. As the community and the world have changed around us during the last academic year, we have continued to provide support and varied learning opportunities and experiences for our families. These have taken the form of virtual learning, additional support for our PP, FSM and SEND children, additional pastoral care and links to discounted activities for families. We continue to provide virtual assemblies and virtual 'school trips,' such as to the Time and Tide, and Natural History Museums. The school has participated in numerous sporting events across the county including, cross country, football, cricket, athletic and dance events, and is now doing so by participating in cluster virtual sporting competitions.

St Mary's continues to work closely with other schools within the cluster and beyond, as well as with other Diocesan schools, in order to exchange good practice and seek professional support and development from others. Governors have in the last academic year, agreed to joining the St Benet's MAT, initially as associate members, to later join as a full MAT school, in order to establish further support and resources for St Mary's Junior School.

##### **Academic achievements**

There is no national KS2 data for 2020 (2019 below)

The average scaled score for Reading,

102 up from 101 (2018), 104 in 2017

The average scaled score for Maths

104 up from 101 (2018) 102 (2017)

The average scaled score for GPS

102 equivalent to 102(2018) 106 (2017)

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **REPORT OF THE GOVERNORS (INCLUDING STRATEGIC REPORT) for the year ended 31 August 2020**

#### **STRATEGIC REPORT (continued)**

##### **Achievements and performance (continued)**

The % reaching the expected standard in Reading, Writing and Maths combined was 61% which was an increase from the previous year of 50%. The % of pupils at greater depth in Reading, Writing and Maths combined has shown a downward trend from 8% in 2018 to 4% in 2019.

The % of those reaching greater depth in Reading decreased to 18% from 20% (2018), 28% (2017)

The % reaching expected standard in Maths rose from 62% in 2018 to 78%. The % reaching a higher standard in Maths was higher with 31% in 2019, compared to 16% in 2018 and 23% in 2017.

The % reaching the expected standard in GPS dropped slightly from 66% in 2018 to 63% in 2019. The % of those achieving a higher standard in GPS raised slightly from 14% in 2018 to 16% in 2019.

88% of pupils reached the expected standard in science up on 2018 which was 82%

An Ofsted inspection in October 2016 rated the school as 'Good' in all areas.

##### **Going Concern**

After making appropriate enquiries, the Governing Board 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. Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

##### **Financial Review**

Most of the academy trust's income is obtained from the Department for Education via the Education and Skills Funding Agency (ESFA) in the form of recurrent grants, the use of which is restricted to particular purposes. The grants received from the ESFA during the year ended 31 August 2020 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities.

During the year ended 31 August 2020, the academy trust received income of £937,181 (2019: £894,502) in respect of General Annual Grant and other Government funding and £32,937 (2019: £108,440) other income, giving total income of £970,118 (2019: £1,002,942) for the year. Expenditure for the period amounted to £928,774 (2019: £940,312).

The in-year surplus (changes in balance of restricted general funds, excluding pension reserves, plus unrestricted reserves) was £88,317 (2019: £87,386)

There was a loss on the LGPS defined benefit pension scheme of £74,000 in the year (2019: loss of £161,000).

##### **Reserves Policy**

The academy trust recognises the change in rationale and the nature of reserves which followed conversion from an LA run school. The purposes of reserves are to ensure the academy operates as a going concern, and that it can provide sufficient working capital, cover unforeseen eventualities in line with risk management recommendations, and ensure capital maintenance both in the current financial year and in future years. The academy will achieve this by building unrestricted funds and retaining income which is unrestricted as far as possible.

It is the intention of the Governors to build a level of free reserves in order to guard against funding reductions and reducing student numbers due to demographic patterns, the reduction in PAN and the pressure from any new neighbouring schools. As a percentage of GAG the aim would be for this to equate to approximately 10%, which for 2019/20 amounts to approximately £82,000.



## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **REPORT OF THE GOVERNORS (INCLUDING STRATEGIC REPORT) for the year ended 31 August 2020**

#### **Financial Review (continued)**

##### **Reserves Policy (continued)**

As at 31 August 2020 the academy trust's actual position of reserves (restricted general funds, excluding pension reserves, plus unrestricted reserves) stood at £294,049 (2019: £205,732). Excess reserves will be used to fund improvements to ICT and the school buildings.

The reserves policy is reviewed annually, plus medium term financial plans are reviewed termly in the light of changing student numbers and grant funding.

These figures do not include the £364,000 liability on the LGPS pension scheme.

##### **Investment Policy**

With the exception of cash held for the operation of the academy trust, St Mary's Church of England Junior School has no realisable investments as at 31 August 2020. The Governing Board has adopted a low risk strategy to cash holdings operating an interest bearing account with the academy trust's bankers.

##### **Principal Risks and Uncertainties**

The Governors have responsibility to assess the strategic risks to which the academy trust is exposed and have completed a risk management register to ensure that steps are taken to mitigate risks.

This includes educational risks such as the academy trust not achieving the planned educational outcomes and maintenance and improvement on previous examination results, whole or partial building loss, financial and operational risks, including budget risks and health and safety reviews and safeguarding pupils. In this way steps are taken to mitigate risk. Some significant risks such as public and employee liability are covered by the academy trust's insurance policy.

The Governors are implementing a number of systems to assess risks that the academy trust faces, especially in the strategic risks areas and in relation to the control of finance. They have introduced systems, including operational procedures and internal financial controls in order to minimise risk. The academy trust has an effective system of internal financial controls and this is explained in more detail in this report.

##### **Fundraising**

The academy trust does not use any external fundraisers. All fundraising undertaken during the year was carried out by the school's Parent Liaison and Family Support Officer. All fundraising is reported back to governors, staff and parents through reports, visual display, and newsletter updates.

##### **Plans for future periods**

The objectives for the next financial year as set out in the SIDP for 2020-2021 include the following:

- Develop and embed a curriculum which challenges and engages all children.
- To raise achievement and outcomes across the core curriculum areas to at least national averages.
- Ensure the academy provides improved IT and effective, high quality remote learning provision.
- Ensure leadership and management implement effective and rapid school improvement.

##### **Human equalities policy**

The Governors recognise that equal opportunities should be an integral part of good practice within the workplace. The academy trust aims to establish equal opportunity in all areas of its activities including creating a working environment in which the contribution and needs of all people are fully valued.

##### **Disabled persons**

Lifts and disabled toilets are installed and door widths are adequate to enable wheelchair access to all the main areas of the academy trust. The policy of the academy trust is to support recruitment and retention of pupils and employees with disabilities. The academy trust does this by adapting the physical environment, by making resources available and through training and career development.

**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

**REPORT OF THE GOVERNORS (INCLUDING STRATEGIC REPORT) for the year ended 31 August 2020**

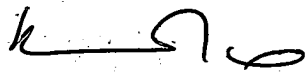
**Auditor**

Insofar as the Governors are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware: and
- the Governors have taken all steps that they ought to have taken to make themselves aware of the relevant audit information and to establish that the auditor is aware of that information.

Lovewell Blake LLP are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

The report of the Governors, incorporating a strategic report, was approved by the Governors, as the company directors, on ...~~14.12.2020~~ and signed on their behalf by:



**Rev Heather Wilcox**  
Chair of Governors

## ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

### GOVERNANCE STATEMENT for the year ended 31 August 2020

#### Scope of Responsibility

As Governors, we acknowledge we have overall responsibility for ensuring that St Mary's Church of England Junior 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.

The Governing Board has delegated the day-to-day responsibility to the Principal, 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 Mary's Church of England Junior School and the Secretary of State for Education. They are also responsible for reporting to the Governing Board any material weaknesses or breakdowns in internal control.

#### Governance

The information of governance included here supplements that described in the Governors' report and in the statement of Governors' responsibilities. The Full Governing Board has formally met nine times during the year to 31 August 2020. Attendance during this period at Full meetings of the Governing Board was as follows:

Governor	Meetings attended	Out of a possible
Mrs Diane Perry-Yates (resigned 18 November 2019)	1	2
Rev Heather Wilcox	9	9
Ms Aziza Cranmer	9	9
Ms Ewa Parker	8	9
Mrs Julie Adams	9	9
Mrs Michelle Horne	8	9
Mrs Jenny Melling (resigned 1 April 2020)	3	6
Mrs Maria Adcock (resigned 13 January 2020)	2	4
Mr Paul Adams (appointed 18 November 2019)	8	8
Mrs Natalie Butler (appointed 18 November 2019)	7	8
Mrs Christina Kenna (appointed 1 April 2020)	3	4

Diane Perry-Yates was reappointed Chair on 25 September 2018 and resigned on 4 November 2019. Rev Heather Wilcox was appointed Chair on 18 November 2019 and was re-elected 12 October 2020 for the 2020-21 academic year. Natalie Butler was appointed as Vice Chair on 12 October 2020 for the 2020-21 academic year.

The largest challenge presented to the Governors during the year has been providing staff with the IT required to provide high quality home-learning for our pupils.

#### Governors' key objectives

- Ensuring that the school maintains a robust financial basis and the money is well spent.
- To consolidate a new Senior Leadership Team which will enable the school to move forward and improve results.
- Ensuring that succession planning is supported through the development of Middle Leadership.
- Ensuring the progress and attainment of all pupils in all subjects, with a particular focus on Maths.
- Ensuring that the Pupil Premium difference is diminished and that SEND pupils make good progress.
- Ensuring that Christian Distinctiveness is implicit in the delivery of the curriculum.

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **GOVERNANCE STATEMENT for the year ended 31 August 2020**

#### **Governance (continued)**

The Governing Board received regular data reports on progress and attainment of all children. This is presented by cohort, group, gender and other categories and is regularly challenged by the Governing Board to ensure the data is robust. Alongside detailed gaps analysis of year 6 pupils, this data provides the Governing Board with the confidence it needs to ensure that appropriate strategies are in place to provide the best outcomes for the children. The data is also linked to the School Development Plan which in turn informs the school budget.

#### *Governance reviews*

The governing board will monitor their key objectives over the school year through their regular governing board meetings, learning walks, Deep Dive Days and through other management reports. The objectives will be tracked on a termly basis to see how they are helping improve the learning outcomes for the children. Through this, the governing board will monitor their strategic role.

#### **Review of value for money**

As Accounting Officer, the Principal has responsibility for ensuring the academy trust 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 trust's use of its resources has provided good value for money during each academic year, and reports to the Governing Board where value for money can be improved, including the use of benchmarking data where available. The Accounting Officer for the academy trust has delivered improved value for money during the year as follows:

#### *Improving educational results*

Throughout the year, the school has continued to develop the curriculum, whilst further embedding the work already completed. We expect our substantial curriculum development to be completed by the end of the 2020-21 academic year, ensuring that this cyclical review and evaluation process develops our curriculum to an exceptional standard. The maths programme introduced across the school has demonstrated addressing gaps which has made an impact on learning. This was enriched through additional resources provided to children during the lockdown period. The school further invested in an online reading platform, enabling children to continue to enjoy books, albeit online books, whilst unable to borrow from libraries or the school. Gaps in learning due to lockdown means that the school intends to invest further in interventions in the upcoming year.

#### *Value for Money*

To obtain best value for our money (achieving the best possible educational and wider societal outcomes through the economic, efficient and effective use of resources), all financial transactions and purchases follow the Academies Financial Handbook. This has included addressing safeguarding needs of the school in procuring a new fence and gate to secure the school grounds. The school has also ensured good financial budgeting for strategic forward planning of the school budget, already having obtained three quotes for procuring upgraded IT equipment for the school for the 2020-21 academic year.

#### *Governance*

School accounts and budgets are reviewed regularly throughout the year by all governors in each governing board meeting. The school is regularly challenged, advised and supported by the governing board on both value for money, but also on the impact of the spend on the school, not only financially, but also in regards to pupil outcomes, pupil and staff wellbeing and community cohesion. The school has again managed the budget well, which is of particular note considering the challenges that schools have faced over the past academic year.

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **GOVERNANCE STATEMENT for the year ended 31 August 2020**

#### **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 trust 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 Mary's Church of England Junior School for the period 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 Governing Board has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Governing Board is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 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 Governing Board.

#### **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 Governing Board;
- regular reviews by Governing Board 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 Governing Board has considered the need for a specific internal audit function and has decided to appoint Educator Solutions as internal auditor. The internal auditor's role includes giving advice on financial and other matters and performing a range of checks on the academy trust's financial and other systems. In particular, the checks carried out in relation to the current period included:

- confirming trustee information is accurate and up to date
- reviewing the trusts website
- review of finance and associated policies
- a governance check
- review of monthly management accounts
- review of governor minutes
- review of risk register and business continuity plans

On a regular basis, the internal auditor reports to the Governing Board on the operation of the systems of control and on the discharge of the Governing Board's financial responsibilities and annually prepares an annual summary report to the Governing Board outlining the areas reviewed, key findings, recommendations and conclusions to help the Governing Board consider actions and assess year on year progress.

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **GOVERNANCE STATEMENT for the year ended 31 August 2020**

#### **Review of Effectiveness**

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

- the work of the internal auditor;
- the work of the external auditor;
- 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 trust 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 Governing Board and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the Governing Board on 14.12.2020 and signed on its behalf by:



**Rev Heather Wilcox**  
Chair of Governors



**Ms Aziza Cranmer**  
Accounting Officer

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE for the year ended 31 August 2020**

As Accounting Officer of St Mary's Church of England Junior School Academy Trust I have considered my responsibility to notify the Academy Trust Governing Board and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy trust, under the funding agreement in place between the academy trust 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 academy trust Governing Board are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2019.

I confirm that the following instances of material irregularity, impropriety or funding non-compliance discovered to date have been notified to the Board of Trustees and ESFA. If any instances are identified after the date of this assessment, these will be notified to the Board of Trustees and ESFA:

- Financial issues:

Matter 1 – Executive pay was not evidenced as discussed and approved by the Governors during the year

- Non-Financial issues:

Matter 2 - No audit committee or internal audit plan was in place during the year



**Ms Aziza Cranmer**  
Accounting Officer

## ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

### STATEMENT OF GOVERNORS' RESPONSIBILITIES for the year ended 31 August 2020

The Governors (who act as trustees for the charitable activities of St Mary's Church of England Junior School and are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Report of the Governors and the financial statements in accordance with the Annual Accounts Direction issued 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 Governors to prepare financial statements for each financial year. Under company law the Governors 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 Governors are required to:

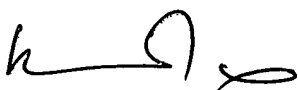
- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards (FRS 102) 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 operation

The Governors 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 Governors 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 the ESFA/DfE have been applied for the purposes intended.

The Governors 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 Governing Board on 14.12.2020 and signed on its behalf by:



**Rev Heather Wilcox**  
Chair of Governors



## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS for the year ended 31 August 2020**

#### **Opinion**

We have audited the financial statements of St Mary's Church of England Junior School 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. 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 FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the 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 trust'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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the academy trust in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard as applied to public interest entities, 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 trust'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.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Other information includes the Trustees' report (incorporating the strategic report and the directors report), the governance statement and the Accounting Officers 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.

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS for the year ended 31 August 2020**

#### **Opinions 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 (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.

#### **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 Governors' 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 Governors' responsibilities statement set out on page 14, the trustees (who are also the directors of the academy trust 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 trust'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 trust or to cease operations, or have no realistic alternative but to do so.

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

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at:

<https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>.

This description forms part of our auditor's report.

**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS for the year ended 31 August 2020**

**Use of this report**

This report is made solely to the academy trust'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 trust'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 trust and its members as a body, for our audit work, for this report, or for the opinions we have formed.

*Lovewell Blake up*

MARK PROCTOR FCA DChA (Senior Statutory Auditor)  
For and on behalf of LOVEWELL BLAKE LLP, Statutory Auditor  
Bankside 300  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0LB

*15/01/2021*

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO THE GOVERNING BOARD AND THE EDUCATION AND SKILLS FUNDING AGENCY for the year ended 31 August 2020**

In accordance with the terms of our engagement letter dated 7 September 2020 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 Mary's Church of England Junior School during the period 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 Mary's Church of England Junior School and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to St Mary's Church of England Junior 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 Mary's Church of England Junior School and ESFA, for our work, for this report, or for the conclusion we have formed.

#### **Respective responsibilities of St Mary's Church of England Junior School's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of St Mary's Church of England Junior School's funding agreement with the Secretary of State for Education dated 25 July 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 period 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.

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

The work undertaken to draw to our conclusion includes:

**Delegated authorities:** Carrying out the suggested procedures detailed in the Academies Accounts Direction 2019/20 Annex B section 4.4 – 4.10 in order to obtain evidence that the academy trust has followed its own internal processes and complied with the Academies Financial Handbook 2019 regarding write-offs, property transactions, leases, novel and contentious payments, special payments to staff, borrowings, and if the terms of a FNTI have been complied with;

## ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

### INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO THE GOVERNING BOARD AND THE EDUCATION FUNDING AGENCY for the year ended 31 August 2020

**Transactions with connected parties:** Carrying out the suggested procedures in the Academies Accounts Direction 2019/20 Annex B section 4.12 in order to obtain evidence that the academy trust has followed its own internal processes and complied with the Academies Financial Handbook 2019 regarding declarations of interest and contracts with connected parties, including Governors, and employees providing external consultancy;

**Governance:** Carrying out the suggested procedures in the Academies Accounts Direction 2019/20 Annex B Section 4.14 in considering whether the academy trust has followed its own internal processes and complied with the Academies Financial Handbook 2019 regarding its governance arrangements;

**Internal controls:** Identifying the policies, reviewing their effectiveness and testing the operation of controls, through carrying out the suggested procedures in the Academies Accounts Direction 2019/20 Annex B Section 4.16 in order to consider whether the academy trust has followed its own internal processes and complied with the Academies Financial Handbook 2019 regarding its internal controls;

**Procurement:** Identifying the policies, reviewing their effectiveness and testing their operation, through carrying out the suggested procedures in the Academies Accounts Direction 2019/20 Annex B Section 4.18 in order to obtain evidence that the academy trust has followed its own internal processes and complied with the Academies Financial Handbook 2019 regarding its procurement procedures; and

**Income:** Considering the conditions associated with specialist grant income and whether it has been spent as the purposes intended.

#### Conclusion

In the course of our work, except for the matters listed below, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 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.

Matter 1: Decisions about executive pay are not discussed in meetings and minuted.

Matter 2: No audit committee or internal audit plan was in place during the year.

*Lovewell Blake LLP*

MARK PROCTOR FCA DChA  
Reporting Accountant  
Lovewell Blake LLP  
Bankside300  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0LB

*15/10/2021*

# ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

## STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 August 2020

(including Income and expenditure account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted Funds £	Restricted Funds £	Restricted Fixed Asset Funds £	Total 2020 £	Total 2019 (restated) £
<b>Income and endowments from:</b>						
Donations and capital grants	2	2,762	-	6,374	9,136	24,143
Charitable activities:						
Funding for the academy trust's educational operations	3	-	937,181	-	937,181	894,502
Other trading activities	4	23,444	150	-	23,594	84,046
Investments	5	207	-	-	207	251
<b>Total</b>		<b>26,413</b>	<b>937,331</b>	<b>6,374</b>	<b>970,118</b>	<b>1,002,942</b>
<b>Expenditure on:</b>						
Raising funds	6	16,857	-	-	16,857	29,106
Charitable activities:						
Academy trust's educational operations	6	-	884,569	27,348	911,917	911,206
<b>Total</b>		<b>16,857</b>	<b>884,569</b>	<b>27,348</b>	<b>928,774</b>	<b>940,312</b>
<b>Net income/(expenditure)</b>		<b>9,556</b>	<b>52,762</b>	<b>(20,974)</b>	<b>41,344</b>	<b>62,630</b>
<b>Transfers between funds</b>	14	-	-	-	-	-
<b>Other recognised gains/(losses)</b>						
Actuarial (losses) on defined benefit pension schemes	22	-	(74,000)	-	(74,000)	(161,000)
<b>Net movement in funds</b>		<b>9,556</b>	<b>(21,238)</b>	<b>(20,974)</b>	<b>(32,656)</b>	<b>(98,370)</b>
<b>Reconciliation of funds</b>						
Total funds brought forward (as previously reported)		138,702	(196,971)	798,942	740,673	226,042
Prior period adjustment	24	-	-	(613,001)	(613,001)	-
Total funds carried forward (restated)		148,258	(218,209)	185,941	127,672	226,042
<b>Total funds carried forward</b>	14	<b>148,258</b>	<b>(218,209)</b>	<b>164,967</b>	<b>95,016</b>	<b>127,672</b>

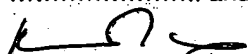
All of the academy trust's activities derive from continuing operations during the financial period. A Statement of Total Recognised Gains and Losses is not required as all gains and losses are included in the Statement of Financial Activities.

The notes on pages 23 to 39 form part of these financial statements.

**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL****BALANCE SHEET as at 31 August 2020**

	Note	2020	2019 (restated)
		£	£
<b>Fixed assets</b>			
Tangible assets	11	151,911	164,077
<b>Current assets</b>			
Debtors	12	46,840	45,702
Cash at bank and in hand		<u>332,446</u>	<u>243,545</u>
		379,286	289,247
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	13	<u>(72,181)</u>	<u>(61,652)</u>
<b>Net current assets</b>		<u>307,105</u>	<u>227,595</u>
<b>Total assets less current liabilities</b>		459,056	391,672
Defined benefit pension scheme liability	22	<u>(364,000)</u>	<u>(264,000)</u>
<b>Total net assets</b>	14	<u><u>95,016</u></u>	<u><u>127,672</u></u>
<b>Funds of the academy trust</b>			
<b>Restricted funds</b>			
Fixed asset fund	14	164,967	185,941
Restricted income fund	14	145,791	67,029
Pension reserve	14	<u>(364,000)</u>	<u>(264,000)</u>
<b>Total restricted funds</b>		(53,242)	(11,030)
<b>Unrestricted income funds</b>	14	<u>148,258</u>	<u>138,702</u>
<b>Total funds</b>		<u><u>95,016</u></u>	<u><u>127,672</u></u>

The financial statements on pages 20 to 39 were approved by the Governing Board, and authorised for issue on 14.12.2020 and are signed on their behalf by:



**Rev Heather Wilcox**  
Chair of Governors

The notes on pages 23 to 39 form part of these financial statements.

**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

**STATEMENT OF CASH FLOWS as at 31 August 2020**

		<b>2020</b>	<b>2019</b>
			<b>(restated)</b>
	<b>Note</b>	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>			
Net cash provided by (used in) operating activities	17	82,320	65,488
<b>Cash flows from investing activities</b>	18	<u>6,581</u>	<u>16,313</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>88,901</b>	<b>81,801</b>
<b>Cash and cash equivalents at 1 September 2019</b>		<u><b>243,545</b></u>	<u><b>161,744</b></u>
<b>Cash and cash equivalents at 31 August 2020</b>	19	<u><b>332,446</b></u>	<u><b>243,545</b></u>

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The notes on pages 23 to 39 form part of these financial statements.



## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

#### **1. Statement of accounting policies**

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

##### **Basis of preparation**

The financial statements of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical 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.

##### **Going concern**

The Governors 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 company to continue as a going concern. The Governors 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 trust has adequate reserves to continue in operational existence for the foreseeable future and there are no material uncertainties about the academy trust's ability to continue as a going concern, thus they continue to operate the going concern basis of accounting in preparing the financial statements.

The Governors have taken into account the effects of COVID-19 in making this assessment.

##### **Income**

All incoming resources are recognised when the academy trust has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

##### **• Grants**

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 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 period 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 grant are reflected in the balance sheet in the restricted fixed asset fund. Capital grants are recognised where there is entitlement and are not deferred over the life of the asset on which they are expended.

## ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020

#### 1. Statement of accounting policies (continued)

##### Income (continued)

- **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.
- **Other income**  
Other income, including the hire of facilities, is recognised in the period it is receivable and to the extent the academy trust has provided the goods or services.
- **Donated goods, facilities and services**  
The value of donated services and gifts in kind provided to the academy trust are recognised at their open market value in the period in which they are receivable as incoming resources, where the benefit to the academy trust 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 trust's accounting policies.

##### 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.

- **Expenditure on raising funds**  
This includes all expenditure incurred by the academy trust to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.
- **Charitable activities**  
These are costs incurred on the academy trust's educational operations, including support costs and costs relating to the governance of the academy trust apportioned to charitable activities.

All resources expended are inclusive of irrecoverable VAT.

##### Tangible fixed assets

Assets costing £1,000 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. 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 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 trust's depreciation policy. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

The academy occupies land and property owned by the Diocese of Norwich, the value of which is not recognised within the financial statements due to the short term nature of the lease. The land and buildings were valued by DTZ on behalf of the EFA as at 17 August 2011 at £719,820.

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

#### **1. Statement of accounting policies (continued)**

##### **Depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset on a straight line basis over its expected useful life, as follows:

Leasehold building improvements	2%
Long leasehold land	Over the period of the lease
Fixtures, fittings and equipment	10%-20%
Computer equipment	25%

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.

##### **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 trust 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.

##### **Leased assets**

Rentals under operating leases are charged on a straight line basis over the lease term.

##### **Leased property**

The academy trust has recognised the value of the land occupied by it under a lease of 125 years, as prepared on behalf of the Education and Skills funding Agency as at 17 August 2011.

##### **Financial instruments**

The academy trust only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the academy trust and their measurement basis 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 12. 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 note 13. 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.

##### **Taxation**

The academy trust 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 trust 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.

##### **Pensions benefits**

Retirement benefits to employees of the academy trust are provided by the Teachers' Pension Scheme ("TPS") and the Local Government Pension Scheme ("LGPS"). These are defined benefit schemes.

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

#### **1. Statement of accounting policies (continued)**

##### **Pensions benefits (continued)**

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 trust 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 trust 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 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 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.

##### **Fund accounting**

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

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 with restrictions imposed by the funder/donor and include grants from the Department for Education Group.

##### **Critical accounting estimates and areas of judgement**

Estimates and judgements 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 academy trust makes 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 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 (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 22, 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.

##### **Redundancy**

Where an obligation to make a redundancy or termination payment arises, the costs incurred by the academy trust are accounted for on an accruals basis and included within employee benefits.

# ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020

### 2. DONATIONS AND CAPITAL GRANTS

	Unrestricted	Restricted	2020	2019 (restated)
	£	£	£	£
Donations	2,762	-	2,762	8,081
Capital grants	-	6,374	6,374	16,062
	<u>2,762</u>	<u>6,374</u>	<u>9,136</u>	<u>24,143</u>

Income from donations and capital grants was £9,136 (2019: £24,143) of which £2,762 was unrestricted (2019: £6,984), £Nil was restricted (2019: £1,097) and £6,374 was restricted fixed assets (2019: £16,062).

Capital grants include government grants of £6,374 (2019: £16,062).

### 3. FUNDING FOR THE ACADEMY TRUST'S EDUCATIONAL OPERATIONS

	Unrestricted	Restricted	2020	2019 (restated)
	£	£	£	£
DfE/ESFA revenue grants				
• General Annual Grant (GAG)	-	818,071	818,071	812,748
• Other DfE Group Grants	-	119,109	119,109	81,754
	<u>-</u>	<u>937,181</u>	<u>937,181</u>	<u>894,502</u>

Funding for the academy trust's educational operations was £937,181 (2019: £894,502) of which £Nil was unrestricted (2019: £Nil), £937,181 restricted (2019: £894,502) and £Nil was restricted fixed assets (2019: £Nil).

### 4. OTHER TRADING ACTIVITIES

	Unrestricted	Restricted	2020	2019 (restated)
	£	£	£	£
Trips	3,011	-	3,011	27,095
Activities	3,565	-	3,565	18,959
Hire of facilities	360	-	360	857
Catering income	15,948	-	15,948	23,981
Insurance claims – staff absence	-	150	150	10,100
Other income	560	-	560	3,054
	<u>23,444</u>	<u>150</u>	<u>23,594</u>	<u>84,046</u>

Income from other trading activities was £23,594 (2019: £84,046), of which £23,444 was unrestricted (2019: £72,809), £150 restricted (2019: £11,137) and £Nil was restricted fixed assets (2019: £Nil).

# ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020

### 5. INCOME FROM INVESTMENTS

	Unrestricted	Restricted	2020	2019 (restated)
	£	£	£	£
Bank Interest	207	-	207	251

Income from investments was £207 (2019: £251), of which £207 was unrestricted (2019: £251), £Nil was restricted (2019: £Nil) and £Nil was restricted fixed assets (2019: £Nil).

### 6. EXPENDITURE

Non pay expenditure				
	Staff Costs	Premises	Other	Total 2020
	£	£	£	£
<b>Expenditure on raising funds:</b>				
Allocated support costs	-	-	16,857	16,857
<b>Charitable activities:</b>				
Academy trust's educational operations:				
Direct costs	599,276	61,145	82	660,503
Allocated support costs	52,018	74,688	98,708	225,414
FRS102 pension costs	26,000	-	-	26,000
	677,294	135,833	115,647	928,774

Expenditure was £928,774 (2019: £940,312), of which £16,857 was unrestricted (2019: £29,106), £884,569 was restricted (2019: £888,388) and £27,348 was restricted fixed assets (2019: £22,818).

Net income/(expenditure) for the year includes:	2020	2019 (restated)
	£	£
Operating lease rentals	777	777
Depreciation	12,166	13,652
Fees payable to auditor		
- audit	8,995	8,955
- other services	22,502	11,095

### 7. CHARITABLE ACTIVITIES

	Unrestricted	Restricted	2020	2019 (restated)
	£	£	£	£
Direct costs - educational operations	-	660,503	660,503	647,565
Support costs - educational operations	-	225,414	225,414	245,641
FRS102 pension costs	-	26,000	26,000	18,000
	-	911,917	911,917	911,206

Expenditure on charitable activities was £911,917 (2019: £911,206), of which £Nil was unrestricted (2019: £Nil), £884,569 was restricted (2019: £888,388) and £27,348 was restricted fixed assets (2019: £22,818).

**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

**7. CHARITABLE ACTIVITIES (continued)**

	Unrestricted	Restricted	2020	2019 (restated)
	£	£	£	£
<b>Analysis of support costs</b>				
Support staff costs	-	53,440	53,440	82,054
Technology costs	-	9,700	9,700	7,243
Premises costs	-	69,202	69,202	42,233
Legal costs - other	-	9,533	9,533	9,016
Other support costs	-	73,817	73,817	93,665
Governance costs	-	9,722	9,722	11,430
<b>Total support costs</b>		<b>225,414</b>	<b>225,414</b>	<b>245,641</b>
<b>Analysis of governance costs</b>				
Auditors remuneration – audit of financial statements	-	8,995	8,995	8,955
Clerking service	-	727	727	2,475
	-	<b>9,722</b>	<b>9,722</b>	<b>11,430</b>

Support costs totalled £225,414 (2019: £245,641), of which £Nil was unrestricted (2019: £Nil), £225,414 was restricted (2019: £245,641) and £Nil was restricted fixed assets (2019: £Nil).

**8. STAFF**

**a) Staff costs**

Staff costs during the period were:

	Total 2020	Total 2019 (restated)
	£	£
Wages and salaries	496,392	530,939
Social security costs	43,113	39,932
Pension costs	98,753	87,226
	<b>638,258</b>	<b>658,097</b>
Supply staff costs	38,023	28,348
Staff restructuring costs	1,013	3,138
	<b>677,294</b>	<b>689,583</b>
Staff restructuring costs comprise:		
Severance payments	<b>1,013</b>	<b>3,138</b>

**b) Non statutory/non-contractual staff severance payments**

Included in staff re-structuring costs is a non-statutory/non-contractual severance payment totalling £1,013 (2019: £3,138 in relation to two payments).

**c) Staff numbers**

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

	2020 No	2019 No
<b>Charitable Activities</b>		
Teaching	8	8
Administration and support	12	19
Management	<u>2</u>	<u>2</u>
	<b>22</b>	<b>29</b>

## ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020

#### 8. STAFF (continued)

##### d) Higher paid staff

There were no employees during the period with emoluments above £60,000.

##### e) Key management personnel

The key management personnel of the academy trust comprise the Governors and the senior leadership 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 trust were £114,956 (2019: £90,913).

#### 9. RELATED PARTY TRANSACTIONS - GOVERNORS' REMUNERATION AND EXPENSES

One or more Governors have been paid remuneration or have received other benefits from an employment with the academy trust. The Principal and other Staff Governors only receive remuneration in respect of services they provide undertaking the roles of Principal and staff members under their contracts of employment, and not in respect of their role as Governors. Other Governors did not receive any payments from the academy trust in respect of their role as Governors. The value of Governors' remuneration and other benefits was as follows:

A Cranmer (Principal and Governor)		
Remuneration	£55,000 - £60,000	(2019 - £55,000 - £60,000)
Employer's pension contributions	£0 - £5,000	(2019 - £0 - £5,000)
E Parker (Deputy Principal and Governor)		
Remuneration	£40,000 - £45,000	(2019 - £20,000 - £25,000)
Employer's pension contributions	£0 - £5,000	(2019 - £0 - £5,000)

During the year ended 31 August 2020, no governors were reimbursed expenses (2019: £158 to one Governor in relation to travel and subsistence expenses.). Other related party transactions involving the Governors are set out in note 22.

#### 10. GOVERNORS' AND OFFICERS' INSURANCE

In accordance with normal commercial practice the academy trust has purchased insurance to protect Governors and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business. The insurance provides maximum cover up to £5,000 on any one claim. The cost of this insurance is included in the total insurance cost.



**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

**11. TANGIBLE FIXED ASSETS**

	Leasehold land & building improvements £	Fixtures, furniture & equipment £	Computer equipment £	Total £
<b>Cost</b>				
At 1 September 2019 (as restated)	148,590	56,937	25,243	230,770
Additions	-	-	-	-
At 31 August 2020	<u>148,590</u>	<u>56,937</u>	<u>25,243</u>	<u>230,770</u>
<b>Depreciation</b>				
At 1 September 2019	11,900	32,214	22,579	66,693
Charge in period	4,625	5,694	1,847	12,166
At 31 August 2020	<u>16,525</u>	<u>37,908</u>	<u>24,426</u>	<u>78,859</u>
<b>Net book value</b>				
At 31 August 2020	<u>132,065</u>	<u>19,029</u>	<u>817</u>	<u>151,911</u>
At 31 August 2019	<u>136,690</u>	<u>24,723</u>	<u>2,664</u>	<u>164,077</u>

All assets are used for educational purposes.

The land occupied by the academy trust is leased from Norfolk County Council on a 125 year lease which commenced on 17 August 2011.

**12. DEBTORS**

	2020 £	2019 (restated) £
Trade debtors	3,017	6,491
Prepayments and accrued income	35,798	12,415
VAT recoverable	<u>8,025</u>	<u>26,796</u>
	<u>46,840</u>	<u>45,702</u>

**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

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

	2020	2019 (restated)
	£	£
Trade creditors	17,561	17,831
Other taxation and social security	10,302	12,073
Other creditors	8,092	7,616
Accruals and deferred income	<u>36,226</u>	<u>24,132</u>
	<u>72,181</u>	<u>61,652</u>
<b>Deferred income</b>	<b>2020</b>	<b>2019</b>
	£	£
Deferred income at 1 September 2019	-	50
Released from previous years	-	(50)
Resources deferred in the year	<u>8,707</u>	-
Deferred income at 31 August 2020	<u>8,707</u>	-

Deferred income was in respect of school trip income received during 2019/20 relating to 2020/21.

**14. FUNDS**

	Balance at 1 September 2019 (restated) £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2020 £
<b>Restricted funds</b>					
General Annual Grant (GAG)	38,018	876,917	(806,840)	-	108,095
Other DfE/ESFA grants	28,552	60,264	(51,120)	-	37,696
Pension reserve	(264,000)	-	(26,000)	(74,000)	(364,000)
Other restricted	459	150	(609)	-	-
	<u>(196,971)</u>	<u>937,331</u>	<u>(884,569)</u>	<u>(74,000)</u>	<u>(218,209)</u>
<b>Restricted fixed asset funds</b>					
Donated assets	10,486	-	(413)	-	10,073
Transfer on conversion	50,546	-	(2,785)	-	47,761
DfE/ESFA capital grants	13,236	6,374	(15,182)	-	4,428
Capital expenditure from GAG	111,673	-	(8,968)	-	102,705
	<u>185,941</u>	<u>6,374</u>	<u>(27,348)</u>	<u>-</u>	<u>164,967</u>
<b>Total restricted funds</b>	<u>(11,030)</u>	<u>943,705</u>	<u>(911,917)</u>	<u>(74,000)</u>	<u>(53,242)</u>
<b>Unrestricted funds</b>					
General reserves	138,702	26,413	(16,857)	-	148,258
<b>Total unrestricted funds</b>	<u>138,702</u>	<u>26,413</u>	<u>(16,857)</u>	<u>-</u>	<u>148,258</u>
<b>Total funds</b>	<u>127,672</u>	<u>970,118</u>	<u>(928,774)</u>	<u>(74,000)</u>	<u>95,016</u>

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

**GAG & other DfE grants:** the restricted income fund is for the purpose of specific expenditure within the academy trust's declared objectives. DfE grants relate to government funding for the provision of education by the academy trust. Funding is repayable if the academy trust does not meet all funding requirements. Expenditure which has not been covered by GAG funding has been transferred to unrestricted funds.

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

# ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020

### 14. FUNDS (CONTINUED)

**Pension reserve:** represents the academy trust's liability relating to the Local Government Pension Scheme. Any increase in pension contributions suggested by the Scheme Actuary should be able to be met from the academy trust's budgeted annual income.

**Fixed asset fund:** represents the value of fixed assets transferred on conversion and acquisitions since conversion, less accumulated depreciation.

Comparative information in respect of the preceeding period is as follows:

	Balance at 1 September 2018 (restated) £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 31 August 2019 (restated) £
<b>Restricted funds</b>					
General Annual Grant (GAG)	-	826,373	(788,355)	-	38,018
Other DfE/ESFA grants	30,581	68,129	(70,158)	-	28,552
Pension reserve	(85,000)	-	(18,000)	(161,000)	(264,000)
Other restricted	-	12,334	(11,875)	-	459
	<b>(54,419)</b>	<b>906,836</b>	<b>(888,388)</b>	<b>(161,000)</b>	<b>(196,971)</b>
<b>Restricted fixed asset funds</b>					
Donated assets	11,442	-	(956)	-	10,486
Transfer on conversion	53,331	-	(2,785)	-	50,546
DfE/ESFA capital grants	6,340	16,062	(9,166)	-	13,236
Capital expenditure from GAG	121,584	-	(9,911)	-	111,673
	<b>192,697</b>	<b>16,062</b>	<b>(22,818)</b>	<b>-</b>	<b>185,941</b>
<b>Total restricted funds</b>	<b>138,278</b>	<b>922,898</b>	<b>(911,206)</b>	<b>(161,000)</b>	<b>(11,030)</b>
<b>Unrestricted funds</b>					
General reserves	87,764	80,044	(29,106)	-	138,702
<b>Total unrestricted funds</b>	<b>87,764</b>	<b>80,044</b>	<b>(29,106)</b>	<b>-</b>	<b>138,702</b>
<b>Total funds</b>	<b>226,042</b>	<b>1,002,942</b>	<b>(940,312)</b>	<b>(161,000)</b>	<b>127,672</b>

### 15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Fund balances at 31 August 2020 are represented by:

	Unrestricted Funds £	Restricted general funds £	Restricted fixed asset funds £	Total Funds £
Tangible fixed assets	-	-	151,911	151,911
Current assets	148,258	217,972	13,056	379,286
Current liabilities	-	(72,181)	-	(72,181)
Pension scheme liability	-	(364,000)	-	(364,000)
<b>Total net assets</b>	<b>148,258</b>	<b>(218,209)</b>	<b>164,967</b>	<b>95,016</b>

**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

**15. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)**

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

	Unrestricted Funds	Restricted general funds	Restricted fixed asset funds	,Total Funds (restated)
	£	£	£	£
Tangible fixed assets	-	-	164,077	164,077
Current assets	138,702	128,681	21,864	289,247
Current liabilities	-	(61,652)	-	(61,652)
Pension scheme liability	-	(264,000)	-	(264,000)
<b>Total net assets</b>	<b>138,702</b>	<b>(196,971)</b>	<b>185,941</b>	<b>127,672</b>

**16. COMMITMENTS UNDER OPERATING LEASES**

At 31 August 2020 the total of the academy trust's future minimum lease payments under non-cancellable operating leases was:

	2020 £	2019 £
Amounts due within one year	777	777
Amounts due between one and five years	206	983
	<u>983</u>	<u>1,760</u>

**17. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2020 £	2019 (restated) £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	41,344	62,630
Adjusted for:		
Depreciation (note 11)	12,166	13,652
Capital grants from DfE and other capital income	(6,374)	(16,062)
Interest receivable (note 5)	(207)	(251)
Defined benefit pension scheme cost less contributions payable (note 22)	23,000	16,000
Defined benefit pension scheme finance cost (note 22)	3,000	2,000
(Increase) in debtors	(1,138)	(15,633)
Increase in creditors	10,529	3,152
<b>Net cash provided by/(used in) operating activities</b>	<b>82,320</b>	<b>65,488</b>

**ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

**18. CASH FLOWS FROM INVESTING ACTIVITIES**

	2020 £	2019 (restated) £
Capital grants from DfE Group	6,374	16,062
Interest receivable	207	251
<b>Net cash provided by/(used in) investing activities</b>	<b>6,581</b>	<b>16,313</b>

**19. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2020 £	2019 (restated) £
Cash in hand and at bank	332,446	243,545
	<b>332,446</b>	<b>243,545</b>

**20. ANALYSIS OF CHANGES IN NET DEBT**

	At 1 September 2019 (restated) £000	Cash Flows £000	Acquisition/ disposal of subsidiaries £000	New finance leases £000	Other non- cash changes £000	At 31 August 2020 £000
Cash	243,545	88,901	-	-	-	332,446
Cash equivalents						
Overdraft facility repayable on demand	-	-	-	-	-	-
Loans falling due within one year	-	-	-	-	-	-
Loans falling due after more than one year						
Finance lease obligations	-	-	-	-	-	-
<b>Total</b>	<b>243,545</b>	<b>88,901</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>332,446</b>

## **ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020**

#### **21. 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 AND SIMILAR OBLIGATIONS**

The Academy Trust'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 Norfolk 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.

There were no outstanding or prepaid contributions at either the beginning or the end of the financial year.

##### **Teachers' Pension Scheme**

###### **Introduction**

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic 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 period amounted to £55,280 (2019: £44,264).

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

# ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020

### 22. PENSION AND SIMILAR OBLIGATIONS (CONTINUED)

Under the definitions set out in FRS 102, the TPS is an unfunded multi-employer pension scheme. The academy trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The academy trust has set out above the information available on the scheme.

#### Local Government Pension Scheme

The LGPS is a funded defined benefit scheme, with the assets held in separate trustee administered funds. The total contribution made for the year ended 31 August 2020 was £25,000 (2019: £31,000) of which employer's contributions totalled £20,000 (2019: £25,000) and employees' contributions totalled £5,000 (2019: £6,000). The agreed contribution rates for future years are 21.9% to 31 March 2023, with agreed deficit payments of £2,400 for 2020/21, £2,100 for 2021/22, and £1,600 for 2022/23.

Parliament has agreed at the request of the Secretary of State for Education, to a guarantee that, in the event of an academy trust 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	2.9	2.6
Rate of increase for pensions in payment/inflation	2.2	2.3
Discount rate for scheme liabilities	1.7	1.9

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

	2020	2019
	Years	Years
<i>Retiring today</i>		
Males	21.7	21.1
Females	23.9	23.5
<i>Retiring in 20 years</i>		
Males	22.8	22.4
Females	25.5	25.0

	31 August	31 August
	2020	2019
	£	£
Real discount rate -0.5%	132,000	149,000
Salary increase rate +0.5%	17,000	35,000
Pension increase rate +0.5%	112,000	111,000

# ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020

### 22. PENSION AND SIMILAR OBLIGATIONS (CONTINUED)

The academy trust's share of the assets in the scheme were:

	Fair value at 31 August 2020 £	Fair value at 31 August 2019 £
Equity instruments	326,500	351,330
Debt instruments	228,550	258,120
Property	71,830	86,040
Cash	<u>26,120</u>	<u>21,510</u>
<b>Total market value of assets</b>	<b><u>653,000</u></b>	<b><u>717,000</u></b>

The actual return on scheme assets was (£86,000) (2019: £35,000).

#### Amounts recognised in the Statement of Financial Activities

	2020 £	2019 £
Current service cost (net of employee contributions)	36,000	32,000
Net interest	<u>5,000</u>	<u>2,000</u>
Total operating charge	<u>41,000</u>	<u>34,000</u>

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

At 1 September 2019	981,000	738,000
Current service cost	41,000	38,000
Past service cost	-	3,000
Interest cost	19,000	21,000
Employee contributions	5,000	6,000
Benefits paid	(3,000)	(2,000)
Actuarial loss/(gain)	<u>(26,000)</u>	<u>177,000</u>
<b>At 31 August 2020</b>	<b><u>1,017,000</u></b>	<b><u>981,000</u></b>

#### Changes in the fair value of the academy trust's share of scheme assets:

At 1 September 2019	717,000	653,000
Interest income	14,000	19,000
Actuarial gain/(loss)	(100,000)	16,000
Benefits paid	(3,000)	(2,000)
Employer contributions	20,000	25,000
Employee contributions	<u>5,000</u>	<u>6,000</u>
<b>At 31 August 2020</b>	<b><u>653,000</u></b>	<b><u>717,000</u></b>



## ST MARY'S CHURCH OF ENGLAND JUNIOR SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 August 2020

#### 23. RELATED PARTY TRANSACTIONS

Owing to the nature of the academy trust and the composition of the Governing Board being drawn from local public and private sector organisations, transactions may take place with organisations in which a Governor has an interest. All transactions involving such organisations are conducted in accordance with the requirements of the AFH, including notifying the ESFA of all transactions made on or after 1 April 2020 and obtaining their approval where required, and with the academy trust's financial regulations and normal procurement procedures relating to connected and related party transactions. The following related party transactions took place in the financial period.

##### Expenditure Related Party Transactions

During the year, the academy trust was invoiced £450 (2019: £2,475) in respect of clerking services provided by Governor Clerking Service, a business owned by Mr C Perry-Yates, husband of Mrs D Perry-Yates, Chair of Governors (resigned 4 November 2019).

The academy trust was invoiced £200 (2019: £Nil) in respect of training provided by the Diocese of Norwich, a member of the trust.

In entering into these transactions the academy trust has complied with the requirements of the Academies Financial Handbook.

#### 24. PRIOR PERIOD ADJUSTMENT

A prior year adjustment has been made to the financial statements relating to the accounting period ended 31 August 2019. This relates to the removal of the element of the leasehold land and property that is owned by the Diocese of Norwich and should not be recognised within the financial statements due to the short term nature of the lease.

The prior year financial statements have been restated to correct the following:

	As previously reported £	Prior year adjustment £	Restated £
<b>Statement of financial activities</b>			
<i>Expenditure</i>			
Charitable activities: Direct costs - premises	70,045	(13,314)	56,731
<b>Balance sheet</b>			
Tangible fixed assets: Leasehold land and building improvements	749,691	(613,001)	136,690
<b>Restricted fixed asset fund</b>	798,942	(613,001)	185,941

It is considered impractical to retrospectively apply the adjustment to each of the periods affected, therefore the whole adjustment has been recognised in the prior year.