

Company Registration Number: 07769085 (England & Wales)

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

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STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

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STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
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REFERENCE AND ADMINISTRATIVE DETAILS

Members

Rev. T Elbourne, Diocesan representative
Rev. C Davey, Incumbent
Rev. K King, PCC representative
Mrs E Jackson Gray, Chair of Governors, parent trustee

Mrs E Jackson Gray, Chair of Governors, parent trustee^{1,2,3,4}
Mr GWL Sargeant, Trustee^{1,2,3,6}
Mr M Hawrylak, Principal and Accounting officer^{1,2,3,4}
Rev T Harvey, PCC Foundation Trustee (resigned 12 March 2020)
Mrs C Henderson, PCC Foundation Trustee^{1,2,3,6}
Mrs D Welsman, Staff Trustee^{2,3}
Mr A Whipps, PCC Foundation Trustee^{1,2,3,6}
Mr M Ruston, DBE Foundation Trustee, Joint Vice Chair^{1,2,3,5}
Mr N Eliot, Parent Trustee, Joint Vice Chair^{1,2,3,4,6}
Ms Z Bloom, DBE Foundation Trustee^{1,2,3,6}
Mrs J Hardison Taylor, Staff Trustee (resigned 11 December 2019)
Mr G P Williams, Staff Trustee (appointed 11 December 2019)^{2,3}

- ¹ Finance & Audit Committee
- ² Curriculum & Standards/Pupil Related committee - PRACS
- ³ People and Premises Committee
- ⁴ Pay Committee
- ⁵ HT Performance Management
- ⁶ Staff Appeals Committee

**Company registered
number**

07769085

Company name

Stisted Church of England Primary Academy Trust

Registered office

The Street
Stisted
Braintree
Essex
CM77 8AN

**Principal operating
office**

The Street
Stisted
Braintree
Essex
CM77 8AN

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REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

Business Manager Liesl Stock

Senior management team

Mr M Hawrylak, Principal
Mr G Williams, Principal's Deputy
Mrs D Welsman, EFYS/KSI Co-ordinator

Independent auditors

Griffin Chapman
Chartered Accountants
4 & 5 The Cedars
Apex 12
Old Ipswich Road
Colchester
Essex
CO7 7QR

Bankers

Lloyds Bank PLC
1 The Sanctuary
Westminster
London
SW1P 3JT

Solicitors

Lee Bolton Monier-Williams Solicitors
1 The Sanctuary
Westminster
London
SW1P 3JT

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2020

The Trustees present their annual report together with the financial statements and auditors' report of the charitable company for the 1 September 2019 to 31 August 2020. The annual report serves the purposes of both a Trustees' report and a directors' report under company law.

The trust operates an Academy for pupils aged 4 to 11 serving a catchment area in Stisted. It has a pupil capacity of 105 and had a roll of 109 in the school census in January 2020.

Structure, governance and management

a. Constitution

The academy is a charitable company limited by guarantee and an exempt charity.

The charitable company's Memorandum of Association is the primary governing document of the academy.

The Trustees of Stisted Church of England Primary Academy Trust are also the directors of the charitable company for the purposes of company law.

Details of the Trustees who served during the year, and to the date these accounts are approved are included in the Reference and administrative details on page 1.

b. 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.

c. Trustees' indemnities

The academy trust has opted into the Department for Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business and provides cover up to £10,000,000.

d. Method of recruitment and appointment or election of Trustees

The management of the academy is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

Three Trustees are nominated by the Parochial Church Council, four are nominated by the Diocesan Board of Education, two are elected by staff, two are elected by parents and one (Community Governor) elected by the Governing Body.

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

Structure, governance and management (continued)

e. Policies adopted for the induction and training of Trustees

The governing body have an induction programme in place which consists of an induction pack and a face to face meeting with the Chair of Governors. The induction process is tailored to the individual, depending on whether they are a staff governor, a parent governor or brought in via the PCC or the DBE route and their experience and background. New governors are invited to attend all committee meetings for their first year before it is decided which committees they will sit on permanently.

f. Organisational structure

The Governing Body has delegated the responsibilities to committees as outlined in each of the committee's terms of reference. These committees are

- Finance & Audit
- Pupil Related Admissions Curriculum and Standards – (PRACS)
- People and Premises – (PaP)
- Pay
- HT Performance Management.

The Principal (Headteacher) has been designated the Accounting Officer and has the responsibility for the day-to-day management of the school and implementing school policies on behalf of the Governing Body.

g. Arrangements for setting pay and remuneration of key management personnel

The Academy's Pay Policy sets out the process for determining pay of key personnel. This policy is reviewed Annually.

The pay range for the headteacher is divided into pay progression stages as set out in the appendix of the Academy's pay policy which is determined by the size of the school.

The Pay Committee determines the group size of the school with reference to pupil numbers as set out in Teachers' pay and conditions document and determine appropriate salary ranges for each. The Leadership scale range for the Headteacher is set between points 11-18.

The salary range for each leadership post is determined on a case by case basis consists of an appropriate number of progression stages. The Headteacher is responsible for determining the starting salary, and for making pay progression decisions for posts on the leadership and lead practitioner pay ranges. Such decisions are then ratified by the Governing Body Pay Committee.

No non staff governors (trustees), directors or members are paid for their role in the company. The Headteacher is paid for the Headteacher role. Similarly, staff governors have no payment for their governor/trustee role.

The PaP committee undertook a large piece of work in 2018/19 to review the pay policy, including making an adjustment to the policy to give the Academy the option not to give pay increases if there is a "good financial reason" not to.

This will give us greater ability to control staffing costs in the future, but it is the Board's aim to keep staff pay in line with LA pay scales where possible.

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

Structure, governance and management (continued)

h. Related parties and other connected charities and organisations

Stisted Church of England Primary Academy Trust received donations amounting to £10,894 from the Trustees of the Friends of Stisted Primary Academy (FOSA), Registered Charity Number 1098486 to promote the education of pupils at the academy.

Objectives and activities

a. Objects and aims

The Academy Trust was set up in October 2011 to advance the education of pupils at Stisted Church of England Primary Academy. The Academy's vision statement encapsulates the Trust's objects and aims. This is to provide the children who attend Stisted Church of England Primary Academy with the best all-round education within a caring Christian family environment, recognising and responding to the different starting points, personalities and talents of all the children so that they become responsible confident learners and thoughtful members of society.

b. Objectives, strategies and activities

The Trust has an agreed set of objectives that expands its vision statement. These objectives of the Trust are:

- To offer all children equal access to the National Curriculum, and in particular Mathematics, English, Science, ICT and RE
- To offer all children a differentiated curriculum which is both challenging and motivating; and
- To foster a sense of belonging, where all may feel valued and secure in a caring atmosphere based on Christian principles
- To provide a safe, secure and happy environment; and
- To instil value and appreciation of the world in which the children live
- To provide a 'people' orientated environment
- To encourage children to value the achievements of others
- To develop the children's ability to build effective relationships with adults and their peers
- To work in partnership with parents, teachers, Trustees and the wider community for the benefit of the school and children.

c. Public benefit

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The key public benefit, delivered by Stisted Church of England Primary Academy, is to maintain and develop the high quality educational provision by the school for children in Stisted village and the surrounding areas.

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

Strategic report

Achievements and performance

All pupils at Key Stage 1 and 2 have access to a broad and balanced curriculum including the National Curriculum and Religious Education. Children also access a Personal Development Curriculum which includes social, moral, spiritual, cultural and health education.

The curriculum is differentiated to cater for the different abilities in each class and cohort. The Academy continues to offer a Montessori Curriculum for children who require a different approach. Monitoring of different groups of pupils, which is reported to the Board of Trustees, demonstrates that children make progress relative to national data regardless of their starting point.

The culture, ethos and ambience of the school remains a key factor in ensuring children feel a sense of belonging, safe and secure. This is reflected in the end of year anonymous parental survey which indicates that the vast majority of parents believe their children like coming to school.

Activities during the year include:

Harvest Festival

The children collected food parcels for Braintree Foodbank and celebrated harvest with a service at All Saints Church, Stisted.

Christmas tree decorations

The children decorated the Christmas tree on the village green once again this year. Parents were invited to both the Key Stage 1 nativity performance in December and the Key Stage 2 carol service at All Saints Church. Year 5 and 6 entertained the residents of Stisted Hall with christmas carols and talking to them and made small gifts.

Visiting Leaders of Collective Worship

Christian Youth Outreach have continued to visit the school on a half termly basis for a number of years. Worship was also supported by a local community group called Open the Bible and local clergy visited on a regular basis.

Bible Club

A former governor runs Bible Club on a weekly basis and also assists with the RE curriculum with Year 1/2.

Essex Music Services

Once again, we invited Essex Music Services to provide music tuition to all our Year 3 and 4 pupils who showed their parents their newly learnt skills on the ukulele.

World Book Day

Parents and grandparents were invited in to read with their children on Thursday 7th March. Instead of dressing up in costume, children were invited to take part in 'Book in a Box', where they placed items or objects in a box that represented their book.

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

Strategic report (continued)

Achievements and performance (continued)

School Improvement

During the autumn term, the school successfully implemented a new reading programme for children in Key Stage 2 as well as setting up a new library and system for assessment based on Lexile scores. This enabled teachers to track and benchmark children's progress against a national standard on a monthly basis.

There is no academic performance data to report due to forced school closures during lockdown during the summer term. The Department of Education instructed all schools to close from Friday 12th March for all but children of key workers, children with EHCPs and vulnerable children in response to the Covid-19 pandemic.

All national tests were cancelled.

Progress has been made to review the school curriculum in its entirety and this work will continue into 2020/21.

Admissions 2020/21

All places for the September 2020 intake were filled and the school has reached and exceeded its Published Admission number in every year group.

Extra-curricular provision

Extra-curricular provision on offer prior to lockdown and school closure (Autumn and Spring Term) included karate, chess and board games, golf, singing and dancing, campfire cookery, mindfulness colouring, speed stacking, football, yoga, cookery and mindfulness.

Exclusions

There were no fixed term or permanent exclusions during the year.

Staff training

All staff received mandatory safeguarding training during the year. Teaching staff also received training on different approaches to teaching reading comprehension including close reading and reciprocal reading.

Mental Health and Well being

The school ran a successful parent workshop for mental health during the year and now has a full programme of support to cater for children's mental health and well-being.

Due to unforeseen circumstances, national government instructed schools to close at the end of March 2020 in response to the global Covid-19 pandemic for all pupils except children of key workers, vulnerable pupils and pupils with Education Health Care Plans.

The operational effects of this was significant in terms of catering for these groups of learners whilst making arrangements for as many staff to work from home as possible.

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

Strategic report (continued)

Achievements and performance (continued)

The financial and site management operations remained throughout the school closure period with no loss of continuity. The trust's catering department remained operational throughout albeit with significantly reduced output.

All pupils received remote home learning throughout the closure period. Teachers kept in regular contact with children and parents via email and weekly telephone calls. All vulnerable children were identified and risk assessments put in place.

The daily average attendance during the first 12 weeks of lock down was 4%:

On June 15th, the school opened for children in Reception, Year 1 and Year 6. The average attendance rose to 17%.

On 29th June 2020, the school welcomed back children in the remaining year groups. The average attendance for this period up to the end of term rose to 34% from 18% (week beginning 15th June 2020).

The residential trip for Year 4 to Danbury was cancelled and the scheduled trip to the Isle of Wight with Year 5 and 6 was postponed. There were no financial losses due to these cancellations.

The financial implications for the Trust as a result of Covid-19 includes:

- Loss of trading income from school dinners and Breakfast Club due to reduced attendance during the Spring and Summer terms
- Potential loss of fundraising income during the summer term
- Increased costs to implement virus control measure

Going forward, the Trust does not foresee that the above Covid-19 financial implications will put the academy into difficulties unless the pandemic begins to have an impact on staffing levels where key staff are incapacitated and placed on long term sickness.

This is the principle financial risk to Covid-19 in 2020/21. Should this occur, this is likely to have an impact on trust's reserves which may need to be drawn upon to cover long term staff absence.

Maintaining these reserves for the 2020/21 budget forecast return mitigates against some of these uncertainties whilst budgeting for increased costs due to short term illness as the academy trust foresees that staff may be required to self-isolate either because they are awaiting test results or have been asked to by Track and Trace.

Should reserves be needed for long term sickness as a result of Covid-19, this may impact on future projects that typically would be used from reserves such as external decoration. It is anticipated that the academy trust would draw on reserves to replace aging classroom based ICT equipment.

The impact of the outbreak on staff, volunteers and beneficiaries (such as the academy trust's pupils) has been most significant on the pupils and their loss of learning.

Volunteers have played a limited role in assisting the academy trust in its work to manage the changed circumstances

The impact on the academy trust's beneficiaries will affect the trust's operations and activities for the coming year and have been identified and costed in the School Development Plan. For example, on the children's return in Autumn 2020 a key task will be to identify gaps in knowledge, understanding and skills as well as learning

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

Strategic report (continued)

Achievements and performance (continued)

habits, attitudes, behaviour as well as an assessment of pupils' mental health and well-being needs. The academy trust foresees this will require an adjustment to the curriculum that the children will need.

The school plans to review and improve the remote home learning offer in the event of further full or partial closures to minimise any further and future loss of learning.

A plan will also be put in place to make effective use of national 'catch up funding'.

The academy trust does not foresee any implications regarding pension liabilities and investments as a result of the Covid-19 liability.

The academy trust anticipates there will be long term implications of protracted virus control measures in terms of learning and pupils' attainment as current restrictions limit the curriculum and prevent teachers teaching in a way that is most effective.

Virus related control measures have limited face to face interactions with some organisations the academy is a part of. In addition, the use of live video conferencing has mitigated against much of this risk, which has enabled the academy to maintain interaction with external partners.

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

Strategic report (continued)

Achievements and performance (continued)

a. Key performance indicators

Many of our key performance indicators are based on how well pupils perform. Due to Covid-19, national assessments were cancelled by the government.

Early Years Foundation Stage Results

	2017	2018	2019	2020
School	94%	80%	80%	No data
National	71%	71%	72%	No data

Key Stage 1 Phonics Reading Results

	2017	2018	2019	2020
School	100%	100%	87%	No data
National	81%	83%	82%	No data

Key Stage 1 Reading Results

	2017	2018	2019	2020
School	80%	80%	80%	No data
National	76%	75%	75%	No data

Key Stage 1 Writing Results

	2017	2018	2019	2020
School	80%	87%	93%	No data
National	68%	70%	69%	No data

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

Strategic report (continued)

Achievements and performance (continued)

Key Stage 1 Maths Results

	2017	2018	2019	2020
School	87%	87%	87%	No data
National	75%	76%	76%	No data

Key Stage 2 All Subjects Combined

	2017	2018	2019	2020
School	80%	93%	66%	No data
National	61%	64%	65%	No data

Key Stage 2 Reading

	2017	2018	2019	2020
School	87%	93%	67%	No data
National	71%	75%	71%	No data

Key Stage 2 Maths

	2017	2018	2019	2020
School	80%	100%	93%	No data
National	75%	76%	79%	No data

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

Strategic report (continued)

Achievements and performance (continued)

Key Stage 2 Grammar, Punctuation and Spelling

	2017	2018	2019	2020
School	87%	100%	87%	No data
National	77%	78%	78%	No data

Writing

	2017	2018	2019	2020
School	87%	100%	87%	No data
National	76%	78%	78%	No data

Average teaching staff expenditure per pupil (excluding the head teacher)

2018/19	2019/20
£2,312	£2,431

Total GAG income per pupil

2018/19	2019/20
£4,338	£4,422

Total Expenditure per pupil

2018/19	2019/20
£6,036	£6,015

Teaching staff cost as % GAG income (including the head teacher)

2018/19	2019/20
70%	73%

These are in line with current expectations within the School Development Plan.

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

Strategic report (continued)

Achievements and performance (continued)

b. Going concern

After making appropriate enquiries, the board of Trustees has a reasonable expectation that the academy has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue 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 accounting policies.

Financial review

a. Financial Review

The principle sources of funding are:

- ESFA funding
- LA funding for children with special educational needs
- Payment for school meals, including outsourcing to a local nursery school
- Friends of Stisted Academy and other local charities

The actual position of reserves (restricted general funds, excluding pension reserves, plus unrestricted funds) as at 31 August 2020 was £182,136 compared to £158,517 last year.

This represents an in year surplus of £23,619 on these reserves for the year. This excludes the pension reserve and fixed asset reserve fund movement.

The deficit on the pension reserve of £677,000 relates to the non-teaching staff pension scheme where, unlike the teachers scheme, separate assets are held to fund future liabilities as discussed in note 25. The deficit can be met in the longer term from any combination of increased employer or employee contributions, increased government funding or changes to scheme benefits.

The restricted funds will be spent in accordance with the terms of the particular funds.

Unrestricted funds are for use on the general purposes of the Academy, at the discretion of the Trustees. The aim of the Trustees is to increase this reserve to meet future working capital requirements

The carry forward figure has enabled the Academy to proceed with the planned budget for 2020/21.

A policy has been adopted to maintain present staffing levels where possible but where staff leave or their contract ends, the Academy assesses staffing needs and does not necessarily re-recruit on a like for like basis.

The Academy is reliant on significant funding for children with SEN and Education Health Care Plans. This funding is temporary as it is linked to the child's needs. When the child leaves the school, the funding ceases.

b. Investment policy

Apart from the cash held for the operation of the school there are no realisable investments. However the Academy Trust has a current account with Lloyds on which the Academy Trust receives a small amount of interest.

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

c. Principal risks and uncertainties

The principal risks facing the Academy are:

Reputational risk – A decline in reputation is likely to lead to a decline in admissions and pupils and associated funding. This is mitigated by continued highly effective education and being a small village church school. The end of year parent survey indicates a very strong satisfaction with the school with 100% of respondents saying they are pleased with the quality of education the school provides (anonymous parent survey July 2019).

Performance risk – A decline in performance is likely to lead to a decline in admissions and pupils and associated funding. This is mitigated by continued high quality of expertise of the staff of the Academy Trust and the quality of leadership by the principal. The latest available pupil performance data continues to show the Academy performs above the national average in all three key stages although there was a dip in reading attainment and progress during 2018/19.

Financial Risk – The principal financial risks are a reduction in pupil numbers, reduction in central government funding, unbudgeted increase in teaching or support staff costs, or unbudgeted major capital repairs. The risks presented here are mitigated by continued popularity as a high performing school that is over subscribed. The financial risk has increased with full National Funding Formula due in 2021/22 possibly decreasing the Academy's funding by several thousand pounds.

~~The risk from COVID-19 is recognised as a principle risk and has been commented upon earlier in this report.~~

The Academy Trust practices through its Board, namely the Governing Body and the constituted subcommittees, risk management principles. Any major risks highlighted at any sub-committee are brought to the main Board with proposed mitigating actions and they continue to be reported until the risk is adequately mitigated. The Governing Board are relative new and less experienced than the previous board. This poses an increased risk.

The Governing Body accepts managed risk as an inevitable part of its operations but maintains an objective not to run unacceptable levels of risk in any area. The subjective nature of this process requires major risks to be resolved by the Governing Body collectively, whilst more minor risks are dealt with by senior executive officers.

Major risks have been reviewed and systems or procedures have been established to manage those risks.

d. Reserves Policy

Under its Funding Agreement with the Secretary of State for Education, Stisted Church of England Primary Academy is allowed to hold reserves at the year end, as specified in paragraph 72 of the Funding Agreement.

The value of free reserves (being the unrestricted funds) at 31 August 2020 was £56,783.

Under normal circumstances the Trustees would aim to maintain reserves of between 5% and 10% of GAG as an appropriate cushion - this would be between £24,173 and £48,346.

However, the Trustees' Finance and Audit Committee has reviewed these reserve levels and believe that they should provide sufficient working capital to cover delays in spending and receipt of grants and to allow for unexpected situations such as urgent maintenance work.

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

Fundraising

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. The Academy Trust engages in limited direct fundraising activities other than seeking voluntary donations for school visits and occasional grants. The Academy receives donations from Friends of Stisted Academy.

Plans for future periods

Stisted Primary Academy Trust will continue to strive to maintain and improve levels of achievement for all pupils whilst providing a high quality caring and nurturing environment. There is a firm intention from the Governing Board to seek a suitable local Multi-Academy Trust subject to carrying out due diligence.

Key priorities have been identified in the school's own self-assessment which has been used to form a School Development Plan. The priorities for the future include:

- Implement measures identified in the school's risk assessment designed to reduce the risk of a whole school or partial closure during 2020/21 as a consequence of Covid-19 and ensure children continue to receive effective provision and a broad and balanced curriculum.
- Set up and implement an enhanced remote learning offer in the event of future Covid-19 school closure that caters for all groups of learners.
- Utilise national catch up funding expected to be in the region of £8,000 to narrow the gap between pupils' attainment on return in September and where they ought to be.
- Baseline assess all pupils to establish impact of Covid-19 lockdown, set up, deliver and monitor the impact of a 'Catch up' programme based on Department of Education funding.
- Consider the merits of a therapy dog to improve children's motivation, attitude, self-esteem and mental health
- Introduce the Engagement Model for assessing pupils with SEN and ensure SEN children make measurable progress by matching provision to clearly defined needs based SMART outcomes.
- Complete due diligence with a view to joining an established Multi-Academy-Trust.
- Create and equip an enclosed outdoor area for Year 1/2 classroom
- Pilot the EYFS early adopters curriculum and assessment model.

Funds held as custodian on behalf of others

No such funds are maintained.

Disclosure of information to auditors

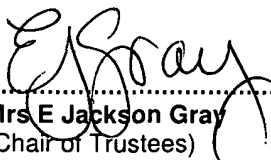
Insofar as the Trustees are aware:


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

The Trustees' report, incorporating a strategic report, was approved by order of the Board of Trustees, as the company directors, on 7 December 2020 and signed on its behalf by:

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


.....
Mrs E Jackson Gray
(Chair of Trustees)


.....
Mr M Hawrylak
(Trustee)

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
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GOVERNANCE STATEMENT

Scope of responsibility

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

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

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

Governance

The information on governance included here supplements that described in the Trustees' report and in the Statement of Trustees' responsibilities.

The board of Trustees has formally met 4 times during the year.

Given the size of the school and the fact that in the academic year 2019/20 all Trustees sat on all committees, 4 FGB meetings was judged to be adequate.

The final FGB of 2019/20 took place remotely via Zoom due to Covid-19 but the other four meetings were in person. All Trustees sat on all committees in 2019/20 with the exception of the Finance and Audit Committee, which staff trustees do not sit on.

We are a small and relatively new group of trustees with most board members working full time as well as volunteering as trustees. This brings a range of relevant skills to the board but also means that on occasion trustees' work commitments interfere with meeting attendance at short notice, and by having all trustees able to take part in all committees means we have flexibility and can always be quorate for committee meetings. It has also meant all trustees are able to have a good overview of the perspectives of each committee when working on our MAT research project.

It should be noted that all committee meetings were suspended for the summer term to allow the board to focus on supporting the school through the Covid 19 response. Committee chairs were asked to place any urgent items that could not be held over to the autumn term onto the FGB agenda for July 2020. This meant that our committees only met twice during 2019/20. However all trustees were kept engaged in the school's Covid 19 response with the Chair of Governors acting as a conduit between the Head teacher and the Board for the sharing of information, policy amendments and feedback.

The work of the Trustees in 2019/20 has been largely focussed on a strategic research project to determine whether the Academy should become part of a Multi Academy Trust. Building on from what was achieved in 2018/19, the trust was able to identify one local MAT with whom to enter a period of due diligence with to further research their suitability as a match for the school. This process was led by the respective Head teachers for both schools, and the Academy Chairs, with support from the respective Finance Managers and the MAT Operations Manager. Good headway was made with the due diligence process but the project was put on hold in April 20 when it became apparent that Covid 19 response needed to take precedence. The MAT project will be reviewed in the autumn term 2020. The Steering Committee continues to be used as a forum to drive the MAT project forward, though the frequency of its meetings reduced in 2019/20 due Covid 19 and the Boards' decision to focus on supporting the school through the Covid 19 response until the autumn term 2020.

Governors have continued to review and agree school policies throughout the school year. This year in addition to reviewing policies governing Admissions, Pay, Child Protection & Safeguarding and H&S, a large number of other policies have had to be reviewed to cover amendments and additions to reflect changes to operations at

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

GOVERNANCE STATEMENT (CONTINUED)

Governance (continued)

the school in light of Covid 19.

The Trustees analysed and challenged school performance through debate and response to the HT reports prepared for FGB meetings and at the PRACS committee. Particular areas of discussion included the gap in reading attainment between girls and boys and a heavy focus on reading across the school following a dip in reading results in the 2019 KS2 SATS. The PRACS committee has focussed on detailed analysis and discussion of Reading Pro, the KS2 reading programme rolled out from autumn 2019, and the use of Lexile Scores to track and monitor reading progress across the school.

The decision was taken by Chairs Urgent Action to vary the criteria for admission to Year R in September 2021, in respect of the over-subscription criteria relating to church attendance. This to take into account that many churches and places of worship have been closed to the public because of the Covid 19 pandemic

Trustees continued to monitor the schools financial position through monthly reports from the SBM (School Business Manager) and HT to the Chair and Finance Chair and through Finance and Audit Committee meetings. Finance reporting to Trustees has taken the form of monthly updates from the Head teacher and School Business Manager to the Chair of Trustees and the Chair of Finance, latterly with monthly reports being uploaded to the Director Zone for all trustees to view. The Finance Chair, School Business Manager and Head teacher undertook a review of our Finance Regulations in order to bring them in line with best practice, with that work-being-completed-in-December-and-subsequently-adopted-by-the-FGB.

The governing body continued to carry vacancies throughout 19/20 for DBE and PCC directors. However, serving directors continue to demonstrate a range of skills across finance, legal, business management and education sectors. When looking to recruit we recognise a need to strengthen our HR expertise on the board. We are currently able to call on volunteers support in that area should we require, as well as subscribing to the local authority HR support.

Covid-19 presented challenges for the board, in terms making monitoring visits and also moving on our MAT project. Every effort was made to continue this work online, with some aspects being held over to the following school year where appropriate.

The quality of data received by the board, in terms of reports on school performance from the head teacher and school staff and finance reporting continues to improve year on year and is regularly compared to data available to other academy boards to access its suitability. Monthly management reports are sent directly to the Chair and Finance Chair for scrutiny.

Due to the limited activity of the board due to Covid-19 a formal review of governance was not undertaken during 19/20, but this will be completed in the Spring term of 20/21.

The Finance and Audit Committee took the decision to move away from using a "Responsible Officer" to review internal scrutiny procedures. The Board instead chose to outsource the 2019/20 Internal Scrutiny Audit to Griffin Chapman. The internal scrutiny audit was carried out in summer 2020 and its finding are due to be reported to the board at the first Finance and Audit Committee meeting of 2020/21.

Due to Covid-19 restrictions, all monitoring visits in 19/20 took place over Zoom/via email correspondence.

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

GOVERNANCE STATEMENT (CONTINUED)

Governance (continued)

Attendance during the year at meetings of the board of Trustees was as follows:

Trustee	Meetings attended	Out of a possible
Mrs E Jackson Gray, Chair of Governors, parent trustee	4	4
Mr GWL Sargeant, Trustee	4	4
Mr M Hawrylak, Principal and Accounting officer	4	4
Rev T Harvey, PCC Foundation Trustee	2	2
Mrs C Henderson, PCC Foundation Trustee	4	4
Mrs D Welsman, Staff Trustee	3	4
Mr A Whipps, PCC Foundation Trustee	2	4
Mr M Ruston, DBE Foundation Trustee, Joint Vice Chair	3	4
Mr N Eliot, Parent Trustee, Joint Vice Chair	3	4
Ms Z Bloom, DBE Foundation Trustee	3	4
Mrs J Hardison Taylor, Staff Trustee	1	1
Mr G P Williams, Staff Trustee	2	3

The Finance and Audit Committee is a sub-committee of the main board of Trustees. Its purpose is to monitor all financial and audit related matters of the Academy Trust and the upkeep of the premises.

Attendance during the year at meetings was as follows. Please note that only non-staff members of the F&A committee participate in the audit section of the meeting.

Trustee	Meetings attended	Out of a possible
Mrs E Jackson Gray	2	2
Mr M Ruston	2	2
Mr N Eliot	0	2
Ms Z Bloom	1	2
Rev T Harvey	0	1
Mr M Hawrylak	2	2
Mrs C Henderson	2	2
Mr GWL Sargeant	2	2
Mrs D Welsman	2	2
Mrs J Hardison Taylor	0	0
Mr A Whipps	0	2
Mr G Williams	0	1

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
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GOVERNANCE STATEMENT (CONTINUED)

Review of value for money

As accounting officer, the Headteacher has responsibility for ensuring that the academy delivers good value in the use of public resources. The accounting officer understands that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

The accounting officer considers how the trusts' use of its resources has provided good value for money during each academic year, and reports to the board of trustees where value for money can be improved, including the use of benchmarking data where available. The accounting officer for the academy trust has delivered improved value for money during the year by:

- Re-negotiating telephones contract.
- Changed broadband provider
- Sought various quotes for the re-surfacing of the Early Years Area

The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of academy policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in Stisted Church of England Primary Academy Trust for the year 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements.

Capacity to handle risk

The board of Trustees has reviewed the key risks to which the academy is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of Trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy's significant risks that has been in place for the year 1 September 2019 to 31 August 2020 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of Trustees.

The risk and control framework

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

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

The Board of Trustees has decided to buy-in an internal audit service from Griffin Chapman

Griffin Chapman's role includes giving advice on financial matters and performing a range of checks on the

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

GOVERNANCE STATEMENT (CONTINUED)

The risk and control framework (continued)

academy trust's financial systems. In particular the checks carried out in the current period included:

- Governance and Trustees
- Finance Administration
- Payroll

Griffin Chapman reports to the board of trustees, through the Board of Trustees on the operation of the systems of control and on the discharge of the board of trustees' financial responsibilities.

During the period there were no material control issues arising as a result of the Griffin Chapman's internal scrutiny audit and all work was carried out in accordance with the EFA's requirements.

Going forward, it is noted that the Board of Trustees will need to seek a new provider to assist with internal scrutiny provision, as the 20/21 AFH prohibits the use of the external auditor to perform this function. The decision of who to appoint to assist with the board in fulfilling its internal scrutiny requirements will be made at the autumn term Finance and Audit Committee.

Review of effectiveness

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

- the work of the external auditors;
- the work of the personnel within the academy who have responsibility for the development and maintenance of the internal control framework.

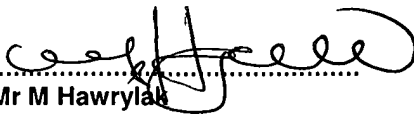
The accounting officer has been advised of the implications of the result of their review of the system of internal control by the Finance and Audit committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Approved by order of the members of the Board of Trustees on their behalf by:

7th December 2020

and signed on


.....
Mrs E Jackson Gray
Chair of Trustees


.....
Mr M Hawrylak
Accounting Officer


STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
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STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As accounting officer of Stisted Church of England Primary Academy Trust I have considered my responsibility to notify the academy board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy, under the funding agreement in place between the academy and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2019.

I confirm that I and the academy board of Trustees are able to identify any material irregular or improper use of all funds by the academy, or material non-compliance with the terms and conditions of funding under the academy's funding agreement and the Academies Financial Handbook 2019.

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


.....
M Hawrylak
Accounting Officer

Date: 7/12/20

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

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

The Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with the Academies Accounts Direction published by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

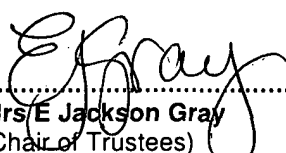
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the members of the Board of Trustees on
7 December 2020 and signed on its behalf by:


.....
Mrs E Jackson Gray
(Chair of Trustees)

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST**

Opinion

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

In our opinion the financial statements:

- give a true and fair view of the state of the academy's affairs as at 31 August 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
 - have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
 - have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2019 and the Academies Accounts Direction 2019 to 2020 issued by the Education and Skills Funding Agency.
-

Basis for opinion

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

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST (CONTINUED)**

Conclusions relating to going concern

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

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

Other information

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

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

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

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

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST (CONTINUED)**

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

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

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

Auditors' responsibilities for the audit of the financial statements

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

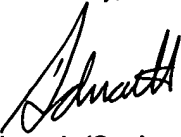
A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' report.

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST (CONTINUED)**

Use of our report

This report is made solely to the academy's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the academy's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the academy and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Daniel Aldworth (Senior statutory auditor)

for and on behalf of
Griffin Chapman

Chartered Accountants
Statutory Auditors

4 & 5 The Cedars

Apex 12

Old Ipswich Road

Colchester

Essex

CO7 7QR

Date: 14 December 2020

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO STISTED
CHURCH OF ENGLAND PRIMARY ACADEMY TRUST AND THE EDUCATION AND SKILLS FUNDING
AGENCY**

In accordance with the terms of our engagement letter dated 21 August 2019 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 Stisted Church of England Primary Academy Trust during the year 1 September 2019 to 31 August 2020 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

This report is made solely to Stisted Church of England Primary Academy Trust and ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Stisted Church of England Primary Academy Trust 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 Stisted Church of England Primary Academy Trust and ESFA, for our work, for this report, or for the conclusion we have formed.

Respective responsibilities of Stisted Church of England Primary Academy Trust's accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Stisted Church of England Primary Academy Trust's funding agreement with the Secretary of State for Education dated 1 October 2011 and the Academies Financial Handbook, extant from 1 September 2019, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2019 to 2020. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year 1 September 2019 to 31 August 2020 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

Approach

We conducted our engagement in accordance with the Academies Accounts Direction 2019 to 2020 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST

(A company limited by guarantee)

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO STISTED
CHURCH OF ENGLAND PRIMARY ACADEMY TRUST AND THE EDUCATION & SKILLS FUNDING
AGENCY (CONTINUED)**

Conclusion

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



Daniel Aldworth (Reporting Accountant)

Griffin Chapman

Chartered Accountants

Statutory Auditors

4 & 5 The Cedars

Apex 12

Old Ipswich Road

Colchester

Essex

CO7 7QR

Date:

14 December 2020

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

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

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:						
Donations and capital grants	3	-	50,969	5,226	56,195	59,873
Charitable activities	4	1,634	645,675	-	647,309	638,198
Other trading activities		14,806	-	-	14,806	20,597
Investments	7	60	-	-	60	52
Total income		16,500	696,644	5,226	718,370	718,720
Expenditure on:						
Charitable activities		11,591	708,736	8,124	728,451	713,992
Total expenditure		11,591	708,736	8,124	728,451	713,992
Net income/(expenditure)		4,909	(12,092)	(2,898)	(10,081)	4,728
Transfers between funds	17	-	(9,198)	9,198	-	-
Net movement in funds before other recognised gains/(losses)		4,909	(21,290)	6,300	(10,081)	4,728
Other recognised gains/(losses):						
Actuarial losses on defined benefit pension schemes	25	-	(170,000)	-	(170,000)	(29,000)
Net movement in funds		4,909	(191,290)	6,300	(180,081)	(24,272)
Reconciliation of funds:						
Total funds brought forward		51,874	(360,357)	170,264	(138,219)	(113,947)
Net movement in funds		4,909	(191,290)	6,300	(180,081)	(24,272)
Total funds carried forward		56,783	(551,647)	176,564	(318,300)	(138,219)

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

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

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 35 to 61 form part of these financial statements.

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)
REGISTERED NUMBER: 07769085

BALANCE SHEET
AS AT 31 AUGUST 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	14	176,216	170,264
		<u>176,216</u>	<u>170,264</u>
Current assets			
Debtors	15	85,837	94,497
Cash at bank and in hand		138,401	96,674
		<u>224,238</u>	<u>191,171</u>
Creditors: amounts falling due within one year	16	(41,754)	(32,654)
Net current assets		<u>182,484</u>	<u>158,517</u>
Total assets less current liabilities		<u>358,700</u>	<u>328,781</u>
Net assets excluding pension liability		<u>358,700</u>	<u>328,781</u>
Defined benefit pension scheme liability	25	(677,000)	(467,000)
Total net assets		<u>(318,300)</u>	<u>(138,219)</u>
Funds of the academy			
Restricted funds:			
Fixed asset funds	17	176,564	170,264
Restricted income funds	17	125,353	106,643
		<u>301,917</u>	<u>276,907</u>
Restricted funds excluding pension asset	17	301,917	276,907
Pension reserve	17	(677,000)	(467,000)
Total restricted funds	17	<u>(375,083)</u>	<u>(190,093)</u>
Unrestricted income funds	17	56,783	51,874
Total funds		<u>(318,300)</u>	<u>(138,219)</u>

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST

(A company limited by guarantee)

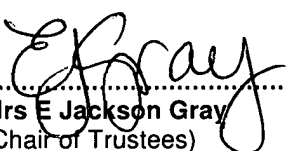
REGISTERED NUMBER: 07769085

BALANCE SHEET (CONTINUED)

AS AT 31 AUGUST 2020

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements on pages 30 to 61 were approved and authorised for issue by the Trustees and are signed on their behalf, by:


.....
Mrs E Jackson Gray
(Chair of Trustees)

Date: 7/12/20

The notes on pages 35 to 61 form part of these financial statements.

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 AUGUST 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Net cash provided by operating activities	19	50,517	29,752
Cash flows from investing activities	21	(8,790)	5,576
Cash flows from financing activities	20	-	(2,490)
Change in cash and cash equivalents in the year		41,727	32,838
Cash and cash equivalents at the beginning of the year		96,674	63,836
Cash and cash equivalents at the end of the year	22, 23	138,401	96,674

The notes on pages 35 to 61 form part of these financial statements

STISTED CHURCH OF ENGLAND PRIMARY ACADEMY TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020

1. Accounting policies

The trust is a company limited by guarantee and is a private company registered in England and Wales.

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

1.1 Basis of preparation of financial statements

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

1.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the academy to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the academy has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the academy's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

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

1. Accounting policies (continued)

1.3 Income

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

- **Grants**

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met. Where entitlement occurs before income is received, the income is accrued.

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

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

- **Donations**

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

- **Other income**

Other income, including the hire of facilities, is recognised in the year it is receivable and to the extent the academy has provided the goods or services.

1.4 Expenditure

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

- **Charitable activities**

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

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

1. Accounting policies (continued)

1.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the academy; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.6 Taxation

The academy is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Accordingly, the academy is potentially exempt from taxation in respect of income or capital gains received within categories covered by Part 11, chapter 3 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

1.7 Tangible fixed assets

Assets costing £500 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of financial activities and carried forward in the Balance sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the Statement of financial activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

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

Depreciation is provided on the following bases:

Freehold property	- 50 years straight line
Furniture and equipment	- 10% & 33.3% straight line

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

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

1. Accounting policies (continued)

1.8 Premises occupancy arrangements

The land and buildings which the school occupy are legally owned by the St Albans and the Chelmsford Church Trust. The School occupies these premises by a licence that transfers to the Academy no rights or control over the site, except that of occupying it at the will of the site Trustees under the terms of the relevant Site Trust.

This continuing permission of their Trustees is pursuant to, and subject to the Trustees' charitable objects, and is part of the Church of England's contribution since 1833 to provide state funded education in partnership with the State. The licence delegates aspects of the management of the land (and buildings) to the Academy Trust company for the time being, but does not vest any rights over the land in the Academy Trust Company.

The Trustees have given an undertaking to the Secretary of State that they will not give the Academy Trust less than two years notice to terminate the occupation of the land (including the buildings).

A donation in kind and a rent expense of £36,472 are included in the accounts each year which amounts to 1/50th of the insurance rebuild value and a value in use of £72,944 is considered as being 2 times that value - this is included in other debtors and shown as a separate restricted fund.

Improvements and additions to the school premises that meet the criteria are capitalised as part of freehold property.

1.9 Debtors

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

1.10 Cash at bank and in hand

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

1.11 Liabilities

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

1.12 Provisions

Provisions are recognised when the academy has an obligation at the reporting date as a result of a past event which it is probable will result in the transfer of economic benefits and the obligation can be estimated reliably.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

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

1. Accounting policies (continued)

1.13 Financial instruments

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

Financial assets - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial instruments. Cash at bank is classified as a basic financial instrument and is measured at face value.

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. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

1.14 Operating leases

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

1.15 Pensions

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

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. TPS is an unfunded multi-employer scheme with no underlying assets to assign between employers. Consequently, the TPS is treated as a defined contribution scheme for accounting purposes and the contributions recognised in the period to which they relate.

The LGPS is a funded multi-employer scheme and the assets are held separately from those of the academy in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each Balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/asset is also recognised in the Statement of financial activities and comprises the interest cost on the defined benefit obligation and interest income on the scheme assets, calculated by multiplying the fair value of the scheme assets at the beginning of the period by the rate used to discount the benefit obligations. The difference between the interest income on the scheme assets and the actual return on the scheme assets is recognised in other recognised gains and losses.

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

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

1. Accounting policies (continued)

1.16 Fund accounting

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

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

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

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

2. Critical accounting estimates and areas of judgment

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

Critical accounting estimates and assumptions:

The 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 benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 25, 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.

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

3. Income from donations and capital grants

	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £	Total funds 2019 £
Donations	50,969	-	50,969	48,312
Capital grants	-	5,226	5,226	11,561
Total 2020	50,969	5,226	56,195	59,873
<i>Total 2019</i>	<i>48,312</i>	<i>11,561</i>	<i>59,873</i>	

Within donations is the donation in kind relating to the occupancy of the premises under licence.

4. Income from charitable activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from charitable activities - Educational operations	-	642,121	642,121	619,854
Income from charitable activities - Ancillary trading activities	1,634	3,554	5,188	18,344
Total 2020	1,634	645,675	647,309	638,198
<i>Total 2019</i>	<i>8,051</i>	<i>630,147</i>	<i>638,198</i>	

Ancillary trading activities includes trips and music services.

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

5. Funding for the academy's educational operations

	Restricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
DfE/ESFA grants			
General Annual Grant (GAG)	482,024	482,024	472,885
Other DFE Group grants	77,257	77,257	62,118
LA grants	82,840	82,840	84,851
Total 2020	<u>642,121</u>	<u>642,121</u>	<u>619,854</u>
<i>Total 2019</i>	<u>619,854</u>	<u>619,854</u>	

6. Other income from the academy trust's educational operations

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Income from ancillary trading activities	<u>14,806</u>	<u>14,806</u>	<u>20,597</u>
<i>Total 2019</i>	<u>20,597</u>	<u>20,597</u>	

Ancillary trading activities refers to catering and breakfast club income.

7. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Investment income - cash deposits	<u>60</u>	<u>60</u>	<u>52</u>
<i>Total 2019</i>	<u>52</u>	<u>52</u>	

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

7. Investment income (continued)

8. Expenditure

	Staff Costs 2020 £	Premises 2020 £	Other 2020 £	Total 2020 £	Total 2019 £
Educational operations:					
Direct costs	432,714	-	37,105	469,819	444,923
Support costs	143,099	68,930	46,603	258,632	269,069
Total 2020	575,813	68,930	83,708	728,451	713,992
<i>Total 2019</i>	<i>543,586</i>	<i>69,278</i>	<i>101,128</i>	<i>713,992</i>	

9. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Support costs 2020 £	Total funds 2020 £	Total funds 2019 £
Educational operations	469,819	258,632	728,451	713,992
<i>Total 2019</i>	<i>444,923</i>	<i>269,069</i>	<i>713,992</i>	

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

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Educational operations 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Staff costs	432,714	432,714	399,544
Education supplies	13,324	13,324	8,904
Staff development	1,224	1,224	2,415
Other direct costs	4,549	4,549	11,673
Insurance	5,769	5,769	7,495
Security and transport	970	970	695
Catering	11,269	11,269	14,197
Total 2020	<u>469,819</u>	<u>469,819</u>	<u>444,923</u>
<i>Total 2019</i>	<u>444,923</u>	<u>444,923</u>	

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

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	Educational operations 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Pension finance cost	8,000	8,000	10,000
Staff costs	143,099	143,099	144,042
Depreciation	8,124	8,124	5,487
Education supplies	-	-	92
Staff support expenses	91	91	735
Maintenance of premises and equipment	8,127	8,127	10,553
Cleaning	3,463	3,463	3,664
Rent and rates	38,889	38,889	39,406
ICT	15,559	15,559	19,438
Utilities	10,328	10,328	11,072
Bank interest and charges	322	322	252
Other support costs	13,867	13,867	14,710
Governance costs	8,763	8,763	9,618
Total 2020	<u>258,632</u>	<u>258,632</u>	<u>269,069</u>
<i>Total 2019</i>	<u>269,069</u>	<u>269,069</u>	

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

10. Net income/(expenditure)

Net income/(expenditure) for the year includes:

	2020 £	2019 £
Operating lease rentals	9,993	17,315
Depreciation of tangible fixed assets	8,124	5,488
Fees paid to auditors for:		
- audit	5,250	5,250
- other services	3,400	4,050
	<u> </u>	<u> </u>

11. Staff

a. Staff costs

Staff costs during the year were as follows:

	2020 £	2019 £
Wages and salaries	422,664	426,559
Social security costs	33,736	16,853
Pension costs	119,413	100,174
	<u> </u>	<u> </u>
	<u>575,813</u>	<u>543,586</u>

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

11. Staff (continued)

b. Staff numbers

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

	2020 No.	2019 No.
Teachers	6	6
Administration and support	11	13
Management	1	1
	<u>18</u>	<u>20</u>

c. Higher paid staff

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

	2020 No.	2019 No.
In the band £60,001 - £70,000	<u>1</u>	<u>1</u>

d. Key management personnel

The key management personnel of the academy comprise the Trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the academy was £208,573 (2019 £167,449).

12. Trustees' remuneration and expenses

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

		2020 £	2019 £
M Hawrylak, Headteacher and Accounting Officer	Remuneration	60,000 -	60,000 -
		65,000	65,000
	Pension contributions paid	10,000 -	10,000 -
		15,000	15,000
D Welsman	Remuneration	40,000 -	40,000 -
		45,000	45,000
	Pension contributions paid	5,000 -	5,000 -
		10,000	10,000

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

12. Trustees' remuneration and expenses (continued)

Mrs J Hardison Taylor, Staff Trustee (resigned 11 December 2019)	Remuneration	10,000 - 15,000	35,000 - 40,000
	Pension contributions paid	0 - 5,000	5,000 - 10,000
Mr G P Williams (appointed 11 December 2019)	Remuneration	35,000 - 40,000	
	Pension contributions paid	5,000 - 10,000	

During the year ended 31 August 2020, no Trustee expenses have been incurred (2019 - £NIL).

13. Trustees' and Officers' insurance

The academy has opted into the Department of Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects Trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the Trustees and officers indemnity element from the overall cost of the RPA scheme membership.

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**NOTES TO THE FINANCIAL STATEMENTS
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14. Tangible fixed assets

	Freehold property £	Furniture and equipment £	Total £
Cost or valuation			
At 1 September 2019	174,897	25,807	200,704
Additions	-	14,076	14,076
At 31 August 2020	<u>174,897</u>	<u>39,883</u>	<u>214,780</u>
Depreciation			
At 1 September 2019	14,611	15,829	30,440
Charge for the year	3,499	4,625	8,124
At 31 August 2020	<u>18,110</u>	<u>20,454</u>	<u>38,564</u>
Net book value			
At 31 August 2020	<u>156,787</u>	<u>19,429</u>	<u>176,216</u>
At 31 August 2019	<u>160,286</u>	<u>9,978</u>	<u>170,264</u>

15. Debtors

	2020 £	2019 £
Due after more than one year		
Other debtors	36,472	36,472
	<u>36,472</u>	<u>36,472</u>
Due within one year		
Other debtors	36,472	36,472
Prepayments and accrued income	6,210	14,147
Tax recoverable	6,683	7,406
	<u>85,837</u>	<u>94,497</u>

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

16. Creditors: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	4,871	5,645
Other taxation and social security	8,545	8,401
Other creditors	10,003	9,053
Accruals and deferred income	18,335	9,555
	<u>41,754</u>	<u>32,654</u>

	2020 £	2019 £
Deferred income at 1 September 2019	-	6,116
Resources deferred during the year	4,950	(6,116)
	<u>4,950</u>	<u>-</u>

Deferred income related to trip income. There was none as at 31 August 2019.

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

17. Statement of funds

	Balance at 1 September 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2020 £
Unrestricted funds						
General Funds - all funds	51,874	16,500	(11,591)	-	-	56,783
Restricted general funds						
General Annual Grant (GAG)	-	482,024	(410,287)	(30,000)	-	41,737
Pupil premium	5,720	18,066	(18,066)	-	-	5,720
Right to occupy	72,944	36,472	(36,472)	-	-	72,944
Restricted donations	1,069	14,497	(8,005)	(6,498)	-	1,063
Other restricted funds	26,910	145,585	(165,906)	(2,700)	-	3,889
Pension reserve	(467,000)	-	(70,000)	30,000	(170,000)	(677,000)
	<u>(360,357)</u>	<u>696,644</u>	<u>(708,736)</u>	<u>(9,198)</u>	<u>(170,000)</u>	<u>(551,647)</u>
Restricted fixed asset funds						
Restricted Fixed Asset Fund	170,264	5,226	(8,124)	9,198	-	176,564
Total Restricted funds	<u>(190,093)</u>	<u>701,870</u>	<u>(716,860)</u>	<u>-</u>	<u>(170,000)</u>	<u>(375,083)</u>
Total funds	<u>(138,219)</u>	<u>718,370</u>	<u>(728,451)</u>	<u>-</u>	<u>(170,000)</u>	<u>(318,300)</u>

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

The General Annual Grant (GAG) represents the core funding for the educational activities of the Academy Trust via the Education & Skills Funding Agency by the Department of Education.

The Pupil Premium Fund recognises the restricted funding received from the Education & Skills Funding Agency to raise the attainment of disadvantaged pupils and to close the gap between them and their peers.

The restricted donations fund relates to money raised by The Friends of Stisted C of E Church of England Primary Academy Trust and others, who kindly donate the monies raised for classroom and other

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**NOTES TO THE FINANCIAL STATEMENTS
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17. Statement of funds (continued)

educational equipment. During the year, £6,498 was used to purchase fixed assets. The carried forward amount represents unspent funds raised from the golf day.

The Pension Reserve has been created to separately identify the pension deficit inherited from the Local Authority upon conversion to Academy Trust Status, and through which all pension scheme movements are recognised.

Transfers from GAG represent the value of employer contributions made to the pension fund from GAG income.

The Restricted Fixed Assets Fund recognises the Net Book Value of the assets held by the Academy. Capital grant income and depreciation of tangible fixed assets is allocated to this fund.

Transfers out represent capital funding used for revenue expenditure during the year.

Transfers in represent GAG and other restricted revenue income that has been used towards the purchase of fixed assets.

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

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

17. Statement of funds (continued)

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

	<i>Balance at 1 September 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 August 2019 £</i>
Unrestricted funds						
General Funds - all funds	37,623	28,700	(14,449)	-	-	51,874
Restricted general funds						
General Annual Grant (GAG)	-	472,886	(442,886)	(30,000)	-	-
Pupil premium	-	18,920	(13,200)	-	-	5,720
Right to occupy	72,944	36,472	(36,472)	-	-	72,944
Restricted donations	3,771	11,840	(11,823)	(2,719)	-	1,069
Other restricted funds	-	138,341	(119,675)	8,244	-	26,910
Pension reserve	(398,000)	-	(70,000)	30,000	(29,000)	(467,000)
	<u>(321,285)</u>	<u>678,459</u>	<u>(694,056)</u>	<u>5,525</u>	<u>(29,000)</u>	<u>(360,357)</u>
Restricted fixed asset funds						
Restricted Fixed Asset Fund	169,715	11,561	(5,487)	(5,525)	-	170,264
Total Restricted funds	<u>(151,570)</u>	<u>690,020</u>	<u>(699,543)</u>	<u>-</u>	<u>(29,000)</u>	<u>(190,093)</u>
Total funds	<u>(113,947)</u>	<u>718,720</u>	<u>(713,992)</u>	<u>-</u>	<u>(29,000)</u>	<u>(138,219)</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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18. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Restricted funds 2020 £	Restricted fixed asset funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	-	176,216	176,216
Debtors due after more than one year	-	36,472	-	36,472
Current assets	56,783	128,329	2,654	187,766
Creditors due within one year	-	(39,448)	(2,306)	(41,754)
Provisions for liabilities and charges	-	(677,000)	-	(677,000)
Total	56,783	(551,647)	176,564	(318,300)

Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £
Tangible fixed assets	-	-	170,264	170,264
Debtors due after more than one year	-	36,472	-	36,472
Current assets	51,874	102,825	-	154,699
Creditors due within one year	-	(32,654)	-	(32,654)
Provisions for liabilities and charges	-	(467,000)	-	(467,000)
Total	51,874	(360,357)	170,264	(138,219)

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19. Reconciliation of net (expenditure)/income to net cash flow from operating activities

	2020 £	2019 £
Net (expenditure)/income for the period (as per Statement of financial activities)	(10,081)	4,728
Adjustments for:		
Depreciation	8,124	5,488
Capital grants from DfE and other capital income	(5,226)	(11,561)
Interest receivable	(60)	(52)
Defined benefit pension scheme cost less contributions payable	32,000	30,000
Defined benefit pension scheme finance cost	8,000	10,000
Decrease/(increase) in debtors	8,660	(5,887)
Increase/(decrease) in creditors	9,100	(2,964)
Net cash provided by operating activities	50,517	29,752

20. Cash flows from financing activities

	2020 £	2019 £
Repayments of ESFA advance funding	-	(2,490)
Net cash provided by/(used in) financing activities	-	(2,490)

21. Cash flows from investing activities

	2020 £	2019 £
Dividends, interest and rents from investments	60	52
Purchase of tangible fixed assets	(14,076)	(6,037)
Capital grants from DfE Group	5,226	11,561
Net cash (used in)/provided by investing activities	(8,790)	5,576

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22. Analysis of cash and cash equivalents

	2020 £	2019 £
Cash in hand	138,401	96,674
Total cash and cash equivalents	138,401	96,674

23. Analysis of changes in net debt

	At 1 September 2019 £	Cash flows £	At 31 August 2020 £
Cash at bank and in hand	96,674	41,727	138,401
	96,674	41,727	138,401

24. Capital commitments

	2020 £	2019 £
Contracted for but not provided in these financial statements		
Acquisition of tangible fixed assets	-	5,392

At the end of 2019, the trust had committed contractually to purchase some IT equipment.

25. Pension commitments

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

The latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2019.

Contributions amounting to £10,003 were payable to the schemes at 31 August 2020 (2019 - £9,052) and are included within creditors.

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25. Pension commitments (continued)

Teachers' Pension Scheme

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

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

Valuation of the Teachers' Pension Scheme

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

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

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

The employer's pension costs paid to TPS in the year amounted to £57,389 (2019 - £40,291).

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

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

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25. Pension commitments (continued)

Local Government Pension Scheme

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2020 was £38,000 (2019 - £38,000), of which employer's contributions totalled £30,000 (2019 - £30,000) and employees' contributions totalled £ 8,000 (2019 - £8,000). The agreed contribution rates for future years are 21.1 per cent for employers and 5.5 - 12.5 per cent for employees.

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

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

Principal actuarial assumptions

	2020	2019
	%	%
Rate of increase in salaries	3.25	3.70
Rate of increase for pensions in payment/inflation	2.25	2.20
Discount rate for scheme liabilities	1.60	1.85

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	21.8	21.3
Females	23.8	23.6
<i>Retiring in 20 years</i>		
Males	23.2	23.0
Females	25.2	25.4

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25. Pension commitments (continued)

Sensitivity analysis

	2020 £000	2019 £000
Discount rate +0.1%	(29)	(16)
Discount rate -0.1%	(29)	17
Mortality assumption - 1 year increase	(43)	(32)
Mortality assumption - 1 year decrease	45	33

Share of scheme assets

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

	2020 £	2019 £
Equities	299,000	170,000
Gilts	21,000	15,000
Corporate bonds	27,000	15,000
Property	37,000	22,000
Cash and other liquid assets	13,000	8,000
Other managed funds	29,000	14,000
Alternative assets	56,000	26,000
Total market value of assets	482,000	270,000

The actual return on scheme assets was £7,000 (2019 - £20,000).

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

	2020 £	2019 £
Current service cost	(62,000)	(60,000)
Interest income	5,000	6,000
Interest cost	(13,000)	(16,000)
Total amount recognised in the Statement of financial activities	(70,000)	(70,000)

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25. Pension commitments (continued)

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

	2020 £	2019 £
At 1 September	737,000	621,000
Current service cost	62,000	60,000
Interest cost	13,000	16,000
Employee contributions	8,000	8,000
Actuarial losses	362,000	43,000
Benefits paid	(23,000)	(11,000)
At 31 August	1,159,000	737,000

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

	2020 £	2019 £
At 1 September	270,000	223,000
Interest income	5,000	6,000
Actuarial gains	192,000	14,000
Employer contributions	30,000	30,000
Employee contributions	8,000	8,000
Benefits paid	(23,000)	(11,000)
At 31 August	482,000	270,000

26. Operating lease commitments

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

	2020 £	2019 £
Not later than 1 year	10,120	9,993
Later than 1 year and not later than 5 years	12,529	20,427
	22,649	30,420

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27. 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.

28. Related party transactions

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

The wife of the Headteacher, a trustee and the accounting officer, is employed by the academy trust as a teacher.

Her appointment was made in open competition and the Headteacher was not involved in the decision-making process regarding appointment. She is paid within the normal pay scale for her role and receives no special treatment as a result of her relationship to a trustee.