

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**  
**(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2019**

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

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## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### REFERENCE AND ADMINISTRATIVE DETAILS

<b>Members</b>	Chair of Trustees - ex officio The Brentwood Diocesan Trust The Right Reverend A Williams
<b>Trustees</b>	Mr D Brunwin, Chair of Trustees Mr J Chambers Mr A Page (resigned 3 December 2018) Mrs C Davis Mrs S Potter Mrs C Gregory Fr D Clemens Mrs R Meichen Mrs M J Hall, Head Teacher Mr T Scarborough Mr C Anderson Mr W Poulter Mrs E McNally Mrs E Bailey, Vice Chair of Trustees Mr A Oliver
<b>Company registered number</b>	07696148
<b>Company name</b>	St. Thomas More Catholic Primary School
<b>Principal and registered office</b>	South Road Saffron Walden Essex CB11 3DW
<b>Company Secretary</b>	Mrs A Davis
<b>Accounting Officer</b>	Mrs M J Hall
<b>Senior Leadership Team</b>	Mrs M J Hall, Head Teacher Mrs E McNally, Deputy Head Teacher Mrs N Hall, Assistant Head Teacher
<b>Independent Auditors</b>	Price Bailey LLP Chartered Accountants Causeway House 1 Dane Street Bishop's Stortford Hertfordshire CM23 3BT
<b>Solicitors</b>	Winckworth Sherwood LLP Minerva House 5 Montague Close London SE1 9BB

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2019

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The Trustees present their Annual Report together with the financial statements and Auditor's Report of St. Thomas More Catholic Primary School (the Trust, the Academy, or the Charitable Company) for the year ended 31 August 2019. The Annual Report serves the purposes of both a Trustees' Report, and a Directors' Report under company law.

The Trust operates a School for pupils aged 4 to 11 serving a catchment area in Essex. It has a pupil capacity of 210 and had a roll of 209 in the 2018 school census.

#### **Structure, Governance and Management**

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

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

#### **Members' Liability**

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

#### **Trustees and Officers' Indemnities**

In accordance with normal commercial practice the Academy has purchased insurance to protect Trustees and Officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides cover up to £2,000,000 on any one claim and details of the costs are disclosed in Note 11 to the accounts.

#### **Method of Recruitment and Appointment or Election of Trustees**

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

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

#### **Policies and Procedures Adopted for the Induction and Training of Trustees**

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

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

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2019

#### **Organisational Structure**

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

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

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

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

#### **Arrangements for Setting Pay and Remuneration of Key Management Personnel**

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

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

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

#### **Related parties and other connected charities and organisations**

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

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

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

The Trust does not have a formal sponsor.

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2019

#### Objectives and Activities

##### Objects and Aims

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

##### Objectives, Strategies and Activities

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

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

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

Our success in fulfilling our aims can be measured by:

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

##### Public Benefit

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

##### Strategic Report

##### Achievements and Performance

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

Specific achievements were as follows:

- Consistently high EYFS GLD (85% 2016, 83% 2017, 87% 2018, 76% 2019).
- 2019 Phonics Screen 97%
- 93% of children achieving Maths standard at KS1.
- 93% achieving Reading standard at KS1.
- 100% achieving Maths standard at KS2.
- 100% achieving Spelling, Punctuation and Grammar standard at KS2.
- 100% achieving Reading standard at KS2.
- 97% of children achieving the standard in Reading, Writing and Maths at KS2 against 65% nationally.

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2019

#### Key Performance Indicators

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

As funding is based on pupil numbers this is a key performance indicator. Pupil numbers for 2019 were 209 against a forecast of 210.

Another key financial performance indicator is staffing costs as a percentage of total income, for 2018/19 this was 85%. The Board of Trustees is confident that staffing levels are closely monitored to agreed full time equivalent and staffing structures all approved by the Board.

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

#### Going Concern

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

#### Financial Review

The principal source of funding for the Trust is the GAG and other grants that it receives from the Education and Skills Funding Agency (ESFA). For the year ended 31 August 2019 the Trust received £1,077,905 of GAG and other funding (excluding capital grants). A high percentage of this income is spent on wages and salaries and support costs to deliver the Academy's primary objective of the provision of education. During the year the Trust spent £1,128,352 on general running costs (excluding capital projects). The Academy brought forward from 17/18, £Nil restricted funds (excluding capital) and £12,800 unrestricted funding. The carry forward for 18/19 is £2,340 restricted funding (excluding capital) and £26,818 unrestricted funding.

Due to the accounting rules for the Local Government Pension Scheme under FRS102, the Academy is recognising a significant pension fund deficit of £507,000. This does not mean that an immediate liability for this amount crystallises and such a deficit generally results in a cash flow effect in the form of increased employer contributions over a number of years.

#### Reserves Policy

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

The Academy's current level of free reserves (total funds less the amount held in fixed assets and restricted funds) is £26,818. This has been built up from a mixture of locally raised income and balances transferred from the predecessor school.

The cash balance of the Academy has been very healthy all year, ending the year with a balance of £104,027. The Trustees monitor cash flow as part of the committee Business Manager reports and attempt to hold a minimum of £37,500 to cover short term cash flow variances.

#### Investment Policy

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

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2019

#### Principal Risks and Uncertainties

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

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

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

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

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

- the Academy has considerable reliance on continued Government funding through the ESFA and there is no assurance that Government policy or practice will remain the same or that public funding will continue at the same levels or on the same terms;
- failures in governance and/or management - the risk in this area arises from potential failure to effectively manage the Academy's finances, internal controls, compliance with regulations and legislation, statutory returns, etc. The Trustees continue to review and ensure that appropriate measures are in place to mitigate these risks;
- reputational - the continuing success of the Academy is dependent on continuing to attract applicants in sufficient numbers by maintaining the highest educational standards. To mitigate this risk Trustees ensure that student progress and outcomes are closely monitored and reviewed;
- safeguarding and child protection - the Trustees continue to ensure that the highest standards are maintained in the areas of selection and monitoring of staff, the operation of child protection policies and procedures, health & safety and discipline;
- staffing - the success of the Academy is reliant on the quality of its staff and the Trustees monitor and review policies and procedures and recruitment to ensure continued development and training of staff as well as ensuring there is clear succession planning;
- fraud and mismanagement of funds - The Academy has appointed an Internal Auditor to carry out independent and external checks on financial systems and records as required by the Academy Financial Handbook. All finance staff receive training to keep up to date with financial practice requirements and develop their skills in this area;
- financial instruments – the Academy only deals with bank balances, cash and trade creditors, with limited trade (and other) debtors. The risk in this area is considered to be low; and
- defined benefit pension liability – as the Government has agreed to meet the defined benefit pension liability of any school ceasing to exist the main risk to the Academy is an annual cash flow funding of part of the deficit. Trustees take these payments into account when setting the annual budget plan.

The Academy has continued to strengthen its risk management process throughout the year by improving the process and ensuring staff awareness.

#### Fundraising

The Trust only held small fundraising events during the year including school fetes, quiz nights, cake bake, second hand uniform sale and bouncy castle day. The Trust also operates a voluntary levy known as 'The Governors Levy'. The Trust does not work with professional fundraisers or companies who carry out fundraising on its behalf. During the year no complaints or issues have arisen as a result of the fundraising events.



**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 AUGUST 2019**

**Auditor**

Insofar as the Trustees are aware:

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

The Trustees' Report, incorporating a strategic report, was approved by order of the board of Trustees, as the company directors, on 6 December 2019 and signed on its behalf by:

Mr D Brunwin  
(Chair of Trustees)

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### GOVERNANCE STATEMENT

#### Scope of responsibility

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

The Board of Trustees has delegated the day-to-day responsibility to the Head Teacher, as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between St. Thomas More Catholic Primary School and the Secretary of State for Education. They are also responsible for reporting to the Board of Trustees any material weaknesses or breakdowns in internal control.

#### Governance

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The Board of Trustees has formally met 4 times during the year. The Board met fewer than six times during the year. The Board is satisfied that through the use of sub-committees it maintains effective oversight of funds.

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

Trustee	Meetings attended	Out of a possible
Mr D Brunwin	3	4
Mr J Chambers	4	4
Mr A Page	1	1
Mrs C Davis	2	4
Mrs S Potter	4	4
Mrs C Gregory	4	4
Fr D Clemens	4	4
Mrs R Meichen	3	4
Mrs M J Hall	4	4
Mr T Scarborough	3	4
Mr C Anderson	3	4
Mr W Poulter	4	4
Mrs E McNally	4	4
Mrs E Bailey	4	4
Mr A Oliver	4	4

#### Review of year

David Brunwin was elected Chair of Governors for September 2018 – 2019. This year has been challenging financially and the Governing Body have been closely involved in monitoring the budget and in planning the budget for the next 3 years.

The particular challenge this year was managing the Academy's tight annual budget including a very low carry forward figure. Monthly income and expenditure reports were produced and studied in detail on a monthly basis between the Business Manager and Head Teacher. They were also studied closely at each Finance and General Purposes Committee meeting and discussions shared with the Board of Trustees. This ensure effective oversight of funds.

#### Governance reviews

The Trust has carried out a self-evaluation during the year and concluded that there were no significant issues.

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### GOVERNANCE STATEMENT (CONTINUED)

#### Governance (continued)

##### Committees

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

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

Attendance during the year at meetings was as follows:

Trustee	Meetings attended	Out of a possible
Mrs Mary Jo Hall	4	4
Mr David Brunwin	4	4
Mr Andrew Oliver	4	4
Mr Tom Scarborough	4	4
Mr Charles Anderson	4	4

##### Review of value for money

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

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

- Reviewing and changing where possible all of our contracts including photocopying, sanitary ware and IT support.
- Reducing the number of LSA hours to save money.

##### The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of Academy policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in St. Thomas More Catholic Primary School for the year 1 September 2018 to 31 August 2019 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 2018 to 31 August 2019 and up to the date of approval of the Annual Report and financial statements. This process is regularly reviewed by the Board of Trustees.

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### GOVERNANCE STATEMENT (CONTINUED)

#### The risk and control framework

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

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

The Board of Trustees has considered the need for a specific internal audit function and a parent with financial background has volunteered as the Internal Auditor this year.

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

- Payroll reconciliation
- Income and expenditure process checks
- SCR and Personnel compliance

On a bi-annual basis, the Internal Auditor reports to the Board of Trustees through the Finance and General Purposes committee on the operation of the systems of control and on the discharge of the Trustees' financial responsibilities.

A decision has been made to engage the services of an external Internal Auditor for the 2019-2020 year rather than rely on goodwill.

#### Review of effectiveness

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

- the work of the Internal Auditor;
- the work of the external Auditors;
- the financial management and governance self-assessment process;
- the work of the executive managers within the Academy who have responsibility for the development and maintenance of the internal control framework.

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

Approved by the board of Trustees on 6 December 2019 and signed on their behalf by:

Mr D Brunwin  
Chair of Trustees

Mrs M J Hall  
Accounting Officer

## **ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

### **STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE**

As Accounting Officer of St. Thomas More Catholic Primary School I have considered my responsibility to notify the Board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy, under the funding agreement in place between the Academy and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2018.

I confirm that I and the Board of Trustees are able to identify any material irregular or improper use of all funds by the Academy, or material non-compliance with the terms and conditions of funding under the Academy's funding agreement and the Academies Financial Handbook 2018.

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.

Mrs M J Hall  
Accounting Officer  
Date: 6 December 2019

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 AUGUST 2019

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by the Board of Trustees on 6 December 2019 and signed on its behalf by:

Mr D Brunwin  
(Chair of Trustees)

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

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

#### Opinion

We have audited the financial statements of St. Thomas More Catholic Primary School (the 'Academy') for the year ended 31 August 2019 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 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & 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 2019 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 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

#### Basis for opinion

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

#### Conclusions relating to going concern

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

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

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

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

#### Other information

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

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

We have nothing to report in this regard.

#### Opinion on other matters prescribed by the Companies Act 2006

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

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

#### Matters on which we are required to report by exception

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

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

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

#### Responsibilities of trustees

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

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



## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

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

#### **Auditors' responsibilities for the audit of the financial statements**

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

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

#### **Use of our report**

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

Gary Miller (Senior Statutory Auditor)

for and on behalf of

**Price Bailey LLP**

Chartered Accountants

Statutory Auditors

Causeway House

1 Dane Street

Bishop's Stortford

Hertfordshire

CM23 3BT

11 December 2019

## **ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

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

In accordance with the terms of our engagement letter dated 10 September 2018 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2018 to 2019, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by St. Thomas More Catholic Primary School during the year 1 September 2018 to 31 August 2019 have been applied to the purposes identified by Parliament and the financial transactions conform to the authorities which govern them.

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

#### **Respective responsibilities of St. Thomas More Catholic Primary School's accounting officer and the reporting accountant**

The Accounting Officer is responsible, under the requirements of St. Thomas More Catholic Primary School's funding agreement with the Secretary of State for Education dated 1 August 2011 and the Academies Financial Handbook, extant from 1 September 2018, 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 2018 to 2019. 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 2018 to 31 August 2019 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 2018 to 2019 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.

## **ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

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

The work undertaken to draw to our conclusion includes:

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

#### **Conclusion**

In the course of our work, nothing has come to our attention which suggest in all material respects the expenditure disbursed and income received during the year 1 September 2018 to 31 August 2019 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

#### **Reporting Accountant**

**Price Bailey LLP**

Date: 11 December 2019

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 AUGUST 2019**

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>Income from:</b>						
Donations and capital grants	3	24,478	89,199	67,585	181,262	217,096
Charitable activities	4	39,931	858,824	-	898,755	899,306
Other trading activities	5	56,592	8,803	-	65,395	74,205
Investments	6	78	-	-	78	86
<b>Total income</b>		<u>121,079</u>	<u>956,826</u>	<u>67,585</u>	<u>1,145,490</u>	<u>1,190,693</u>
<b>Expenditure on:</b>						
Charitable activities	7	107,061	1,011,486	42,647	1,161,194	1,344,470
<b>Total expenditure</b>		<u>107,061</u>	<u>1,011,486</u>	<u>42,647</u>	<u>1,161,194</u>	<u>1,344,470</u>
<b>Net movement in funds before other recognised gains/(losses)</b>		<u>14,018</u>	<u>(54,660)</u>	<u>24,938</u>	<u>(15,704)</u>	<u>(153,777)</u>
<b>Other recognised gains/(losses):</b>						
Actuarial losses on defined benefit pension schemes	22	-	(84,000)	-	(84,000)	98,000
<b>Net movement in funds</b>		<u>14,018</u>	<u>(138,660)</u>	<u>24,938</u>	<u>(99,704)</u>	<u>(55,777)</u>
<b>Reconciliation of funds:</b>						
Total funds brought forward (restated)		12,800	(366,000)	30,224	(322,976)	(267,199)
Net movement in funds		14,018	(138,660)	24,938	(99,704)	(55,777)
<b>Total funds carried forward</b>		<u>26,818</u>	<u>(504,660)</u>	<u>55,162</u>	<u>(422,680)</u>	<u>(322,976)</u>

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

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

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**  
**REGISTERED NUMBER: 07696148**

**BALANCE SHEET**  
**AS AT 31 AUGUST 2019**

	Note	2019 £	2018 (restated) £
<b>Fixed assets</b>			
Tangible assets	13	25,203	30,224
<b>Current assets</b>			
Debtors	14	247,969	234,378
Cash at bank and in hand		104,027	83,897
		351,996	318,275
Creditors: amounts falling due within one year	15	(158,879)	(171,475)
<b>Net current assets</b>		193,117	146,800
<b>Total assets less current liabilities</b>		218,320	177,024
Creditors: amounts falling due after more than one year	16	(134,000)	(134,000)
<b>Net assets excluding pension liability</b>		84,320	43,024
Defined benefit pension scheme liability	22	(507,000)	(366,000)
<b>Total net assets</b>		(422,680)	(322,976)
<b>Funds of the Academy</b>			
<b>Restricted funds:</b>			
Fixed asset funds	17	55,162	30,224
Restricted income funds	17	2,340	-
		57,502	30,224
Restricted funds excluding pension asset	17	57,502	30,224
Pension reserve	17	(507,000)	(366,000)
<b>Total restricted funds</b>	17	(449,498)	(335,776)
<b>Unrestricted income funds</b>	17	26,818	12,800
<b>Total funds</b>		(422,680)	(322,976)

The financial statements on pages 18 to 42 were approved by the Trustees, and authorised for issue on 06 December 2019 and are signed on their behalf, by:

Mr D Brunwin  
(Trustee)

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

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 AUGUST 2019

	Note	2019 £	2018 £
<b>Cash flows from operating activities</b>			
Net cash provided by/(used in) operating activities	19	20,052	(115,620)
<b>Cash flows from investing activities</b>	20	78	86
<b>Change in cash and cash equivalents in the year</b>		20,130	(115,534)
Cash and cash equivalents at the beginning of the year		83,897	199,431
<b>Cash and cash equivalents at the end of the year</b>	21	<u>104,027</u>	<u>83,897</u>

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

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

#### 1. Accounting policies

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

##### 1.1 Basis of preparation of financial statements

The financial statements of the Academy, which is a public benefit entity under FRS 102, have been prepared under the historic cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2018 to 2019 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

St. Thomas More Catholic Primary School meets the definition of a public benefit entity under FRS 102.

##### 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.

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

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

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

- **Donations**

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

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

#### 1. Accounting policies (continued)

##### 1.4 Expenditure

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

- **Charitable activities**

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

All resources expended are inclusive of irrecoverable VAT.

##### 1.5 Tangible fixed assets

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

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

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

Capital improvements to Diocesan owned property are recognised as expenditure.

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

Depreciation is provided on the following basis:

Furniture and fixtures	- 3 -10 years straight line
------------------------	-----------------------------

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



## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

#### 1. Accounting policies (continued)

##### 1.6 Debtors

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

##### 1.7 Cash at bank and in hand

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

##### 1.8 Liabilities

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

##### 1.9 Financial instruments

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

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

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

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

#### 1. Accounting policies (continued)

##### 1.10 Pensions

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

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

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

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

##### 1.11 Fund accounting

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

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

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

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

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**2. Critical accounting estimates and areas of judgment**

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

Critical accounting estimates and assumptions:

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 22, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the Actuary in valuing the pensions liability at 31 August 2019. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

**3. Income from donations and capital grants**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Donations	24,478	22,199	46,677	92,009
Notional Rent	-	67,000	67,000	67,000
Capital grants	-	67,585	67,585	58,087
	<u>24,478</u>	<u>156,784</u>	<u>181,262</u>	<u>217,096</u>
Total 2018	<u>67,273</u>	<u>149,823</u>	<u>217,096</u>	

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**4. Funding for the Academy's provision of education**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>DfE/ESFA grants</b>				
General Annual Grant (GAG)	-	763,247	763,247	755,251
Other DfE / EFA grants	-	78,383	78,383	77,978
	-	841,630	841,630	833,229
<b>Other government grants</b>				
Local Authority grants	-	17,194	17,194	25,815
	-	17,194	17,194	25,815
<b>Other funding</b>				
Catering income	39,931	-	39,931	40,262
	39,931	858,824	898,755	899,306
Total 2018	40,262	859,044	899,306	

**5. Income from other trading activities**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Uniform income	236	-	236	8,054
Swimming income	8,815	-	8,815	9,557
Other income	47,541	8,803	56,344	56,594
	56,592	8,803	65,395	74,205
Total 2018	74,205	-	74,205	

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**6. Investment income**

	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Bank interest	78	78	86
	<u>78</u>	<u>78</u>	<u>86</u>

**7. Expenditure**

	Staff Costs 2019 £	Premises 2019 £	Other 2019 £	Total 2019 £	Total 2018 £
Provision of Education:					
Direct costs	676,380	-	43,279	719,659	733,622
Support costs	176,081	136,463	128,991	441,535	610,848
	<u>852,461</u>	<u>136,463</u>	<u>172,270</u>	<u>1,161,194</u>	<u>1,344,470</u>
Total 2018	<u>838,241</u>	<u>310,918</u>	<u>195,311</u>	<u>1,344,470</u>	

In 2018, of the total expenditure, £181,594 was to unrestricted funds, £1,008,780 was to restricted funds and £154,096 was to restricted fixed asset funds.

**8. Charitable Activities**

	2019 £	2018 £
<b>Analysis of support costs</b>		
Support staff costs	176,081	167,793
Depreciation	5,021	5,031
Technology costs	7,255	6,838
Premises costs	136,463	310,918
Other support costs	111,214	111,090
Governance costs	5,501	9,178
<b>Total</b>	<u>441,535</u>	<u>610,848</u>

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**9. Net income/(expenditure)**

Net income/(expenditure) for the year includes:

	2019 £	2018 £
Depreciation of tangible fixed assets	5,021	5,031
Fees paid to Auditors for:		
- audit	3,980	3,865
- other services	4,460	4,325
	<u>          </u>	<u>          </u>

**10. Staff costs**

**a. Staff costs**

Staff costs during the year were as follows:

	2019 £	2018 £
Wages and salaries	648,041	640,355
Social security costs	45,827	41,852
Pension costs	158,593	156,034
	<u>          </u>	<u>          </u>
	<u>852,461</u>	<u>838,241</u>

**b. Staff numbers**

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

	2019 No.	2018 No.
Teachers	14	17
Administration and support	28	33
Management	3	3
	<u>          </u>	<u>          </u>
	<u>45</u>	<u>53</u>

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**10. Staff costs (continued)**

**c. Higher paid staff**

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

	2019 No.	2018 No.
In the band £70,001 - £80,000	1	1

**d. Key management personnel**

The key management personnel of the Trust comprise the Trustees and the Senior Leadership Team as listed on page 1. The total amount of employee benefits (including employer pension contributions and national insurance contributions) received by key management personnel for their services to the Trust was £228,725 (2018: £214,642).

Employer pension contributions included within key management personnel remuneration was £30,782 (2018: £28,665).

Employer national insurance contributions included within key management personnel remuneration was £19,878 (2018: £18,796)

**11. Trustees' remuneration and expenses**

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

The value of Trustees' remuneration and other benefits was as follows:

		2019 £	2018 £
Mrs M J Hall, Headteacher	Remuneration	70,000 - 75,000	70,000 - 75,000
	Pension contributions paid	10,000 - 15,000	10,000 - 15,000
Mrs E McNally	Remuneration	55,000 - 60,000	50,000 - 55,000
	Pension contributions paid	5,000 - 10,000	5,000 - 10,000
Mrs R Meichen	Remuneration	25,000 - 30,000	20,000 - 25,000
	Pension contributions paid	0 - 5,000	0 - 5,000

During the year ended 31 August 2019, expenses totalling £NIL were reimbursed or paid directly to Trustee (2018 - £NIL).

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**12. Trustees' and Officers' insurance**

In accordance with normal commercial practice, the Academy has purchased insurance to protect Trustees and Officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides cover up to £5,000,000 on any one claim and the cost for the year ended 31 August 2019 was £5,848 (2018- £6,853). The cost of this insurance is included in the total insurance cost.

**13. Tangible fixed assets**

	Furniture and equipment £
<b>Cost or valuation</b>	
At 1 September 2018	66,235
At 31 August 2019	66,235
<b>Depreciation</b>	
At 1 September 2018	36,011
Charge for the year	5,021
At 31 August 2019	41,032
<b>Net book value</b>	
At 31 August 2019	25,203
At 31 August 2018	30,224

**14. Debtors**

	2019 £	2018 £
<b>Due after more than one year</b>		
Other debtors (see note 26)	134,000	134,000
	134,000	134,000
<b>Due within one year</b>		
Trade debtors	3,634	3,800
Other debtors	67,000	67,267
Prepayments and accrued income	43,335	29,311
	247,969	234,378



**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**15. Creditors: Amounts falling due within one year**

	2019 £	Restated 2018 £
Trade creditors	17,687	21,754
Other taxation and social security	14,127	12,242
Other creditors	100,220	92,245
Accruals and deferred income	26,845	45,234
	<u>158,879</u>	<u>171,475</u>
	2019 £	2018 £
Deferred income at 1 September 2018	25,903	23,253
Resources deferred during the year	18,635	25,903
Amounts released from previous periods	(25,903)	(23,253)
	<u>18,635</u>	<u>25,903</u>

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

	2019 £	Restated 2018 £
Other creditors (see note 26)	<u>134,000</u>	<u>134,000</u>

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019

17. Statement of funds

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

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

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

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

##### **General funds**

This represents income received that does not have restrictions.

##### **General Annual Grant (GAG)**

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

##### **Other DfE/ESFA grants**

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

##### **Restricted trip donations**

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

##### **Other Government grants**

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

##### **Special educational needs (SEN)**

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

##### **Pupil premium funding**

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

##### **Donation in kind**

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

##### **Pension reserve**

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

##### **Restricted fixed asset funds**

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

##### **Capital grants**

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

Under the funding agreement with the Secretary of State, the Academy was not subject to a limit on the amount of GAG it could carry forward at 31 August 2019.

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019

17. Statement of funds (continued)

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

	Restated balance at 1 September 2017 £	Income £	Expenditure £	Gains/ (Losses) £	(Restated) Balance at 31 August 2018 £
<b>Unrestricted funds</b>					
General Funds - all funds	10,006	184,388	(181,594)	-	12,800
<b>Restricted general funds</b>					
General Annual Grant (GAG)	-	755,251	(755,251)	-	-
Other DfE/ESFA grants	-	62,858	(62,858)	-	-
Restricted trip donations	-	24,736	(24,736)	-	-
Other Government grants	-	15,357	(15,357)	-	-
Special Education Needs (SEN)	-	10,458	(10,458)	-	-
Pupil Premium Funding	-	15,120	(15,120)	-	-
Donation in kind	-	67,000	(67,000)	-	-
Pension reserve	(406,000)	-	(58,000)	98,000	(366,000)
	<u>(406,000)</u>	<u>950,780</u>	<u>(1,008,780)</u>	<u>98,000</u>	<u>(366,000)</u>
<b>Restricted fixed asset funds</b>					
Restricted Fixed Asset Funds	35,255	-	(5,031)	-	30,224
Capital grants	1,094	6,385	(7,479)	-	-
Capital grants - Pre school extension	92,446	49,140	(141,586)	-	-
	<u>128,795</u>	<u>55,525</u>	<u>(154,096)</u>	<u>-</u>	<u>30,224</u>
<b>Total Restricted funds</b>	<u>(277,205)</u>	<u>1,006,305</u>	<u>(1,162,876)</u>	<u>98,000</u>	<u>(335,776)</u>
<b>Total funds</b>	<u><u>(267,199)</u></u>	<u><u>1,190,693</u></u>	<u><u>(1,344,470)</u></u>	<u><u>98,000</u></u>	<u><u>(322,976)</u></u>

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**18. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

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

**Analysis of net assets between funds - prior year**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £
Tangible fixed assets	-	-	30,224	30,224
Debtors due after more than one year	-	134,000	-	134,000
Current assets	117,275	67,000	-	184,275
Creditors due within one year	(104,475)	(67,000)	-	(171,475)
Creditors due in more than one year	-	(134,000)	-	(134,000)
Provisions for liabilities and charges	-	(366,000)	-	(366,000)
<b>Total</b>	<b>12,800</b>	<b>(366,000)</b>	<b>30,224</b>	<b>(322,976)</b>

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

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

	2019 £	2018 £
Net expenditure for the year (as per Statement of Financial Activities)	(15,704)	(153,777)
<b>Adjustments for:</b>		
Depreciation	5,021	5,031
Interest receivable	(78)	(86)
(Increase)/decrease in debtors	(13,591)	117,262
Decrease in creditors	(12,596)	(142,050)
Pension adjustment	57,000	58,000
<b>Net cash provided by/(used in) operating activities</b>	<b>20,052</b>	<b>(115,620)</b>

**20. Cash flows from investing activities**

	2019 £	2018 £
Interest	78	86

**21. Analysis of cash and cash equivalents**

	2019 £	2018 £
Cash in hand	104,027	83,897

**22. Pension commitments**

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

The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and of the LGPS 31 March 2016.

Contributions amounting to £9,293 were payable to the schemes at 31 August 2019 (2018 - £8,492) and are included within creditors.

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

#### 22. Pension commitments (continued)

##### Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS or scheme) is a statutory, unfunded, defined benefit occupational scheme, governed by the Teachers' Pensions Regulations 2010 (as amended), and the Teachers' Pension Scheme Regulations 2014 (as amended). These regulations apply to teachers in schools and other educational establishments, including academies, in England and Wales that are maintained by local authorities.

In addition, teachers in many independent and voluntary-aided schools and teachers and lecturers in some establishments of further and higher education may be eligible for membership. Membership is automatic for full-time teachers and lecturers and, from 1 January 2007, automatic too for teachers and lecturers in part-time employment following appointment or a change of contract. Teachers and lecturers are able to opt out of the TPS.

##### The Teachers' Pension Budgeting and Valuation Account

Although members may be employed by various bodies, their retirement and other pension benefits are set out in regulations made under the Superannuation Act (1972) and Public Service Pensions Act (2013) and are paid by public funds provided by Parliament. The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – contributions from members, along with those made by employers, are credited to the Exchequer under arrangements governed by the above Acts.

The Teachers' Pensions Regulations 2010 require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pension increases). From 1 April 2001, the Account has been credited with a real rate of return, which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

##### Valuation of the Teachers' Pension Scheme

The latest valuation of the Teachers' Pension Scheme has now taken place, in line with directions issued by HM Treasury and using membership data as at 31 March 2016. As a result of this valuation TPS employers will pay an increased contribution rate of 23.68% from September 2019 (this includes the administration levy of 0.8%). The timing of the implementation is to align its introduction with employers' budget planning cycles. Until then, employers will pay the current rate of 16.48%.

The employer's pension costs paid to TPS in the year amounted to £68,050 (2018 - £69,715).

A copy of the valuation report and supporting documentation is on the [Teachers' Pensions website](#).

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.

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

#### 22. Pension commitments (continued)

##### Scheme Changes

The arrangements for a reformed Teachers' Pension Scheme, in line with the recommendations made by Lord Hutton, in particular the introduction of a Career Average Revalued Earnings (CARE) scheme, were implemented from 1 April 2015.

In December 2018, the Court of Appeal held that transitional protection provisions contained in the reformed judicial and firefighter pension schemes, introduced as part of public service pension reforms in 2015, gave rise to direct age discrimination and were therefore unlawful. The Supreme Court, in a decision made in June 2019, have rejected the Government's application for permission to appeal the Court of Appeal's ruling. The case will now be referred to an Employment Tribunal for a decision regarding the remedy which will need to be offered to those members of the two schemes who were subject of the age discrimination.

HM Treasury are clear that the ruling has implications for the other public service schemes, including the Teachers' Pension Scheme. Those implications are currently being considered and any impact on scheme costs is expected to be looked at within the next scheme valuation, which is currently scheduled to be based on April 2020 data and implemented in April 2023.

##### 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 2019 was £54,000 (2018 - £50,000), of which employer's contributions totalled £42,000 (2018 - £39,000) and employees' contributions totalled £12,000 (2018 - £11,000). The agreed contribution rates for future years are 12.3 per cent for employers and 5.5-12.5 per cent for employees.

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

##### Principal actuarial assumptions

	2019 %	2018 %
Rate of increase in salaries	3.70	3.80
Rate of increase for pensions in payment/inflation	2.20	2.30
Discount rate for scheme liabilities	1.85	2.65
Inflation assumption (CPI)	2.20	2.30
Inflation assumption (RPI)	3.20	3.30

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



ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019

22. Pension commitments (continued)

	2019 Years	2018 Years
<i>Retiring today</i>		
Males	21.3	22.3
Females	23.6	24.8
<i>Retiring in 20 years</i>		
Males	23.0	24.5
Females	25.4	27.1

As at the 31 August 2019 the Academy had a pension liability of £507,000 (2018 - £366,000). The sensitivity analysis detailed below would increase/(decrease) the closing defined benefit obligation in the following way;

**Sensitivity analysis**

	2019 £000	2018 £000
Discount rate +0.1%	(23,000)	(17,000)
Discount rate -0.1%	23,000	18,000
Mortality assumption - 1 year increase	36,000	24,000
Mortality assumption - 1 year decrease	(35,000)	(23,000)
CPI rate +0.1%	21,000	16,000
CPI rate -0.1%	(20,000)	(15,000)

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

	At 31 August 2019 £	At 31 August 2018 £
Equities	272,000	214,000
Gilts	22,000	19,000
Other bonds	26,000	21,000
Property	34,000	32,000
Cash and other liquid assets	13,000	12,000
Alternative assets	43,000	32,000
Other managed funds	22,000	14,000
<b>Total market value of assets</b>	<b>432,000</b>	<b>344,000</b>

The actual return on scheme assets was £31,000 (2018 - £19,000).

ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019

22. Pension commitments (continued)

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

	2019 £	2018 £
Current service cost	(78,000)	(87,000)
Past service cost	(12,000)	-
Interest income	10,000	8,000
Interest cost	(19,000)	(18,000)
<b>Total amount recognised in the Statement of Financial Activities</b>	<b>(99,000)</b>	<b>(97,000)</b>

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

	2019 £	2018 £
<b>At 1 September</b>	720,000	692,000
Current service cost	78,000	87,000
Interest cost	19,000	18,000
Employee contributions	12,000	11,000
Actuarial losses/(gains)	105,000	(87,000)
Benefits paid	(8,000)	(1,000)
Past service costs	12,000	-
<b>At 31 August</b>	<b>938,000</b>	<b>720,000</b>

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

	2019 £	2018 £
<b>At 1 September</b>	354,000	286,000
Interest income	10,000	8,000
Actuarial gains	21,000	11,000
Employer contributions	42,000	39,000
Employee contributions	12,000	11,000
Benefits paid	(8,000)	(1,000)
<b>At 31 August</b>	<b>431,000</b>	<b>354,000</b>

**ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2019**

**23. Operating lease commitments**

At 31 August 2019 the Academy had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Academy 2019 £	Academy 2018 £
Not later than 1 year	11,811	1,137
Later than 1 year and not later than 5 years	32,372	-
	<u>44,183</u>	<u>1,137</u>

**24. 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.

**25. Prior year adjustments**

A prior year adjustment has been made to reflect the new guidance in section 7.7 in the ESFA Academies Accounts Direction 2018-19. The right to occupy liability reflects the future notional rental expense as a creditor rather than the previous treatment as a restricted fund. This amounted to £201,000.

## ST. THOMAS MORE CATHOLIC PRIMARY SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

#### 26. Related party transactions

Owing to the nature of the Academy's operations and the composition of the Board of Trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which a Trustee has an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the Academy's financial regulations and normal procurement procedures.

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

During the period the Trust incurred expenditure of £2,468 (2018 - £3,312) in relation to educational support services from The Brentwood Roman Catholic Diocesan Trust. Right Reverend A Williams, a member of St Thomas More Catholic Primary School, is a director of the sole trustee of The Brentwood Roman Catholic Diocesan Trust. At the period end no balance was due to The Brentwood Roman Catholic Diocesan Trust. Right Reverend A Williams is entitled to exercise 10% of the voting power of The Brentwood Roman Catholic Diocesan Trust and has no financial or profit share entitlement so transactions with The Brentwood Roman Catholic Diocesan Trust are not subject to the 'at cost' rules set out in the Academies Financial Handbook.

During the year the Trust received £7,559 (2018 - £6,954) from St. Thomas More Montessori Pre-School towards the costs of premises. Mrs M J Hall and Mrs E Bailey are trustees of the pre-school. At the end of the year £NIL was owing to the Trust (2018 - £2,682). The amount recharged represents a full recovery of the costs incurred by the Trust.

The Trust received £NIL (2018 - £50,000) from the pre-school in respect of a premium for a lease entered into during the prior year for use of the newly completed extension for the pre-school.

During the year the Trust incurred fees of £1,555 (2018 - £1,245) in respect of services from Saffron Walden County High School, a school at which Mrs C Sunderland, a Trustee, is employed as part of the senior leadership team. At the year end, £60 (2018 - £Nil) was owing to Saffron Walden County High School.

During the year the Trust received donations of £NIL (2018 - £20,000) from the Trustees. No amounts were owed at the year end (2018 - £Nil).

There were no other related party transactions during the year.