

Company Registration No. 08765738 (England and Wales)

**PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL  
(A COMPANY LIMITED BY GUARANTEE)**

**GOVERNORS' STRATEGIC REPORT AND CONSOLIDATED  
AUDITED ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2017**

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

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# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Governors

N Aiken  
R Cartledge  
C Davey  
S Adams  
A Johnston  
K Krynicki (Accounting officer)  
J Lamaison (Chair)  
C Newell  
J Porter  
D Reynell  
R Tipping  
J Walker  
A Lovett  
S Tolley

### Members

Dr Glyn Willoughby - The Guildford Diocesan Board of Finance  
Dr Peter Simpson - The Guildford Diocesan Good Shephard Educational Trust  
Canon N Aiken - Parish of Wisley with Pyrford in the Diocese of Guildford and the County of Surrey  
J Lamaison

### Senior leadership team

Mrs K L Krynicki	- Headteacher
S Carrington	- Deputy Headteacher
A Munro	- Deputy Headteacher
S Little	- Deputy Headteacher
R Pollard	- Inclusion Manager
S McAllister	- Chief Financial Officer

### Company registration number

08765738 (England and Wales)

### Registered office

Pyrford Church of England Primary School  
Coldharbour Road  
Pyrford  
Woking  
Surrey  
GU22 8SP

### Independent auditor

Wilkins Kennedy LLP  
Greytown House  
221-227 High Street  
Orpington  
Kent  
BR6 0NZ

### Bankers

Lloyds Bank Plc  
25 Gresham Street  
London  
EC2N 7HN

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## REFERENCE AND ADMINISTRATIVE DETAILS

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### **Solicitors**

Veale Wasbrough Vizard  
Orchard Court  
Orchard Lane  
Bristol  
BS1 5WS

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **GOVERNORS' REPORT**

### ***FOR THE YEAR ENDED 31 AUGUST 2017***

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The Governors present their annual report together with the consolidated accounts and independent auditor's report of the charitable company for the period 1 September 2016 to 31 August 2017. 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 servicing a catchment area of the ecclesiastical parish of Pyrford with Wisley. It has a pupil capacity of 480 and had a roll of 478 in the school census on 1 October 2016

#### **Structure, governance and management**

##### Constitution

The Academy Trust is a company limited by guarantee with no share capital (registration no. 08765738) and an exempt charity. The charitable company's Memorandum and Articles of Association are the primary governing documents of the Academy.

The Governors are the trustees of Pyrford Church of England Primary School and are also the directors of the charitable company for the purposes of company law. Details of the Governors who served during the year are included in the Reference and Administrative Details on page 1.

Pyrford Church of England Primary School was incorporated on 7 November 2013 and obtained Academy status from 1 June 2014.

Included within the consolidated accounts is Pyrford and Byfleet Children's Centre, a 100% owned subsidiary of Pyrford Church of England Primary School.

##### 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.

##### Principal activities

The principal activity of the Academy is to advance for the public benefit education in the United Kingdom, in particular, but without prejudice to the generality of the foregoing, by establishing, maintaining, carrying on, managing and developing a School offering a broad and balanced curriculum.

##### Method of recruitment and appointment or election of Governors

The number of Governors shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum. Subject to Articles 48 and 49, the Academy Trust shall have the following Governors - no fewer than 9 Foundation Governors, appointed under Article 50; up to 2 Staff Governors, if appointed under Article 50A; 2 Parent Governors appointed under Articles 53-58; and the Headteacher.

Each of the persons entitled to appoint Members in Article 12 shall have the right from time to time by written notice delivered to the Office to remove any Member appointed by them and to appoint a replacement Member to fill a vacancy whether resulting from such removal or otherwise.

The Academy Trust may also have any Co-opted Governor appointed under Article 59. The first Governors shall be those person named in the statement delivered pursuant to sections 9 and 12 of the Companies Act 2006.

Future Governors shall be appointed or elected, as the case may be, under these Articles. Where it is not possible for such a Governor to be appointed or elected due to the fact that an Academy has not yet been established, then the relevant Article or part thereof shall not apply.

The Members may appoint up to 2 Staff Governors through such process as they may determine provided that the total number of Governors (including the Headteacher) who are employees of the Academy Trust does not exceed one third of the total number of Governors.

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **GOVERNORS' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 AUGUST 2017***

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### Policies and procedures adopted for the induction and training of Governors

During the period under review the Governors held 5 meetings. The training and induction provided for new Governors will depend on their existing experience. Each new Governor receives induction training through the agreed Governor training package using a variety of providers. All relevant Governors are provided with copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role as Governors. As there are normally only two or three new Governors a period, induction tends to be done informally and is tailored specifically to the individual.

### Organisational structure

The structure consists of three levels: the Governors, Senior Leadership Team and Phase Leaders. The aim of the management structure is to devolve responsibility and encourage involvement in decision making at all levels. The Governors are responsible for setting general policy, adopting an annual School Development Plan and budget, monitoring the Academy by the use of key objective budgets and making major decisions about the direction of the Academy, capital expenditure and senior staff appointments.

The Senior Leadership Team are the Head Teacher, Inclusion Manager, Deputy Head Teachers and School Business Manager. These leaders control the Academy at an executive level implementing the policies laid down by the Governors and reporting back to them. As a group, the Senior Leadership Team are responsible for the authorisation of spending within agreed budgets and the appointment of staff, though appointment boards for middle and senior leader posts contain at least one Governor.

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

The Pay Committee will determine the pay scales of all staff, including the Senior Leadership Team, in line with the Academy's Pay Policy as agreed and adopted by the Directors. All decisions will be objectively justified and minutes of decisions and reason for them will be kept. Directors will use a performance related judgement when setting pay and remuneration. Directors will comply with to The Teachers Pay and Conditions and salaries will be set accordingly. The Headteacher's Performance Management committee will be responsible for recommending the Headteacher's pay award through performance to the Pay Committee. The Headteacher will responsible for recommending the SLT pay through the performance management cycle.

### Related parties and other connected charities and organisations

The Academy works in partnership with the SHINE group of schools. This is not a formal partnership but is a group of local cross phase schools who collaborate together to share professional development, policy initiatives and moderation of work. The school also works alongside the Friends of Pyrford Primary School (PTA) also a registered charity. It helps raise funds for the benefit of the pupils in the school.

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **GOVERNORS' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 AUGUST 2017***

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### **Objectives and activities**

#### Objects and aims

##### Vision

Pyrford Church of England Primary School is a caring community with learning at its heart. The Academy is a primary school for pupils aged 4 to 11. School staff encourage children to aim high, be honest and work together. Senior leaders and Governors work with colleagues and other partners to promote high standards and teamwork. There is a sense of purpose, fun and enjoyment in the School which is nurtured and sustained. The School has a long record of success and leaders work to ensure that we keep the best of what we have while continually striving to improve and build on strong foundations.

This can be summarised as:-

To be an outstanding school that meets the needs of all learners within the community it serves.

To provide our children with a stable, secure and disciplined environment, where academic, personal and social potential will be achieved, in preparation for the next stage of their lives.

To offer a broad and balanced curriculum with a range of activities which stretch beyond the length of the school day, allowing all children the opportunity to excel not just academically but within the wide context of life including; sports, music and creative arts.

As a Church of England School, to have a distinctly Christian ethos but be fully inclusive of those of others faiths and those of no faith.

Learning is at the heart of what we do at Pyrford Church of England Primary School.

Our core business is - to ensure that children learn as effectively as possible.

We are opening doors for each child, allowing them to practise important skills for life such as being responsible, learning to read, write, spell, be numerate, make informed choices and to love learning across a wide curriculum that includes science, art, music, sport, languages and humanities.

Pyrford Church of England Primary School is proud to provide enhanced facilities, buildings and generous outdoor green space to deliver today's modern, demanding and creative curriculum.

Pyrford Church of England Primary School is a School where everyone works hard to ensure that the children are safe, secure, and part of a friendly caring community. We want children to be happy and excited about coming to School. We encourage them to learn, achieve and make progress and to develop knowledge, skills and understanding across a wide curriculum. We aim for pupils to thrive and develop the skills they need for life-long learning.

The School has received a number of awards which reflect the high quality of our work. These include: Basic Skills Quality Mark, Healthy School Award, Travel Plan, Artsmark Gold. The School was graded 'Outstanding' by Ofsted in its most recent full inspection and designated a National Support School in 2014.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2017

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#### Objectives, strategies and activities

The main objectives of the Academy during the period ended 31 August 2017 are summarised below:

- to ensure that every child enjoys the same high quality education in terms of resourcing, tuition and care;
- to raise the standard of educational achievement of all pupils;
- to improve the effectiveness of the Academy by keeping the curriculum and organisational structure under continual review;
- to provide value for money for the funds expended;
- to comply with all appropriate statutory and curriculum requirements;
- to maintain close links with our community
- to conduct the Academy's business in accordance with the highest standards of integrity, probity and openness

Pyrford Church of England Primary School community values diversity and seeks to give everyone in the School an equal chance to learn, work and live, free from the action, or fear, of racism, discrimination, or prejudice. By our actions we will work together to develop the potential of all pupils academically, socially, culturally and psychologically and to establish a community that is just and fair for all people who work at or visit Pyrford Church of England Primary School.

Pupils will be happy and healthy, enthused by the intellectual, social and physical challenges posed by their experience at School. They will be developing as independent learners in an age appropriate way, developing how to learn and the role of emotions and dispositions in the learning process, which they draw on to address challenge and difficulty, as well as success.

All staff will have the opportunity to develop further as self-directed, reflective learners, through working collaboratively with others to enhance their own expertise. Through their passion, teachers and support staff will enthuse and inspire others to explore new ideas.

Parents will fulfill their roles as true partners, recognizing their role in the pupil- School - parent partnership to ensure that their child realizes his/her potential.

Governors will contribute to the life of the School on a wider scale, acting as critical friends to support the School in maintaining its status as a centre of excellence.

#### Public benefit

The Governors confirm that they have referred to the guidance contained in the Charity Commission's general guidance on Public Benefit when reviewing the charity's aim and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set. The criteria used to admit pupils to Pyrford Church of England Primary School:-

- Looked after children/SEN
- Medical or social needs
- Children of Staff
- Siblings living within the ecclesiastical parish of Pyrford with Wisley
- Children living within the ecclesiastical parish of Pyrford with Wisley
- Siblings living outside the ecclesiastical parish of Pyrford with Wisley who attend church
- Siblings living outside the ecclesiastical parish of Pyrford with Wisley
- For those who wish a Church education

In September 2016 the furthest offer made was 2.8km from the School. The School follows the statutory Admission Procedures.



# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2017**

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### Strategic report

#### Achievements and performance

The Academy continues to achieve the forecast numbers of pupils. Total pupils in the period ended 31 August 2017 numbered 478 and the Academy published pupil admission number for 16/17 was 480.

The Academy is a two form entry primary School with two additional bulge years. The School is successful, popular and oversubscribed. This year the school took ownership of a brand new purpose built school as part of the Government's Priority School Building Programme. The new building (built on the old school playground) consists of a two storey building with state of the art heating and lighting systems. The old school has been demolished and there is extensive soft and hard landscaping for the children to play.

Pupils enter the School from a very wide range of social, cultural and economic backgrounds. The Academy prides itself on being an inclusive School.

Our data shows that since our last inspection in January 2013 Pyrford Church of England Primary School has continued to be an outstanding school. KS2 data for summer 2017 shows Pyrford Primary School is well above the national average across all curriculum areas.

The percentage of pupils eligible for free school meals is 2.3% which is below the national average for primary schools of 14.1%. The percentage of pupils from ethnic minority backgrounds is above average at 26.5%. There were 13.9% of pupils on the Special Educational Needs register.

To ensure that standards are continually raised, the Academy operates a programme of internal and external reviews of curriculum areas and has an external quality assurance review as part of its Leadership Partners programme with the LA and external partners.

Pyrford and Byfleet Children's Centre is a 100% owned subsidiary of the Academy Trust. Its aim is to welcome everyone into the centre, to treat them as an individual, to learn and work together, share knowledge and experiences and to support each other to improve family life in the early years.

The trading activity has been consolidated into these accounts and details are included in note 12.

#### KS2 SATs Results 2017

	Expected Standard School 2017	Expected Standard National 2017	Greater Depth School 2017 (based on 110 scaled score)	Greater Depth National 2017	Average Scaled Score School 2017	Average Scaled Score National
Writing	86%	76%	14%	14%		
Reading	81%	71%	38%	19%	106.9	103.0
SPAG	86%	77%	28%	22%	106.3	104.0
Maths	90%	75%	28%	17%	106.9	103.0
Combined (Writing, Reading & Maths)	79%	61%	10%	5%		

#### Pupil absence

	School	England-national (primary state-funded)
Overall absence percentage	2.9%	4.0%

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2017

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#### Key performance indicators

The main KPI is the Ofsted Framework for Inspection:

Inspectors must judge the quality of education provided in the School. This is the overarching judgement.

In order to make a judgement about the quality of education provided in the School, inspectors must first make four key judgements. These are:

- the quality and standards of education
- the quality of teaching, learning and assessment in the School including outcomes for pupils
- the personal development, behaviour and welfare of pupils at the school
- the quality of leadership in and managements of the School
- The effectiveness of provision in the early years

In addition, inspectors must also consider:

- the spiritual, moral, social and cultural development of pupils at the School
- the extent to which the education provided by the school meets the needs of the range of pupils at the School
- and in particular the needs of:
  - pupils who have a disability for the purposes of the Equality Act 2010
  - pupils who have special education needs.

#### Going concern

After making appropriate enquiries, the Board of Governors has a reasonable expectation that the academy trust has adequate resources to continue in operational existence for the foreseeable future. For this reason the Board of Governors 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**

##### Financial Report for the Period

Most of the Academy's income is obtained from the Education Skills Funding Agency (ESFA) in the form of recurrent grants, some of which are restricted to particular purposes. The grants received from the ESFA during the period ended 31 August 2017 and the associated expenditure are shown as restricted funds in the Statement of Financial Activities.

The Academy also receives grants for fixed assets from the ESFA. In accordance with the Charities Statement of Recommended Practice, 'Accounting and Reporting by Charities' (SORP 2015), such grants are shown in the Statement of Financial Activities as restricted income in the fixed asset fund. The restricted fixed asset fund balance is reduced by annual depreciation charges over the expected useful life of the assets concerned.

During the period ended 31 August 2017, total expenditure of £5,169k (2016: £2,374k) was met by recurrent grant funding from the ESFA together with other incoming resources. The excess of expenditure over income for the period (excluding restricted fixed asset funds and transfers to restricted fixed asset funds) was £165k (2016: £26k income over expenditure).

At 31 August 2017 the net book value of fixed assets was £8,974k (2015: £6,321k). Movements in tangible fixed assets are shown in Note 13 to the financial statements. The assets were used exclusively for providing education and the associated support services to the pupils of the Academy.

Surrey Pension Fund, in which the Academy participates, showed a deficit of £712k (2016: £916k) at 31 August 2017.

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **GOVERNORS' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 AUGUST 2017***

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#### Reserves policy

The Governors review the reserve levels of the Academy annually. This review encompasses the nature of income and expenditure streams, the need to match income with commitments and the nature of reserves. The Governors have determined that the appropriate level of free reserves should be equivalent to four weeks' expenditure, approximately £155k (2016: £130k).

The reason for this is to provide sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance.

The Academy's current level of free reserves of £195k (2016: £375k) (total funds less the amount held in fixed assets and restricted funds)

The Governors expect the excess of general unrestricted funds to reduce in the coming years.

The Governors also require an appropriate level of reserves over and above four weeks expenditure to cover future financial risks facing the Academy. These include reductions in grant funding and increased costs, to include both increased employer contributions to Teacher and Local Government pensions.

This year £47k of reserves (monies donated by parents) have gone towards new playground equipment. These monies were earmarked for this purpose.

The Academy held fund balances at 31 August 2017 of £8,458k (2016: £5,780k) comprising £8,263k (2016: £5,405k) of restricted funds and £195k (2016: £375k) of unrestricted general funds. Of the restricted funds, £8,975k (2016: £6,321k) is represented by tangible fixed assets.

The Pension reserve which is considered part of restricted funds was £712k (2016: £916k) in deficit.

#### Investment policy and powers

Under the Memorandum and Articles of Association, the Academy has the power to invest funds not immediately required for its own purposes, in any way the Governors see fit. The organisation has a positive cash balance to cover eventualities and unforeseen expenses. The banking facilities are reviewed on a regular basis.

#### Principal risks and uncertainties

The Governors have assessed the major risks to which the Academy is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the Academy, and its finances. The Governors have implemented a number of systems to assess risks that the school faces, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finance. The Governors have introduced systems, including operational procedures and internal financial controls in order to minimise risk. Where significant financial risk still remains they have ensured they have adequate insurance cover. The Academy has an effective system of internal financial controls and this is explained in more detail in the Governance Statement on page 12.

The Academy considers the following to be in the main risks:

- Failure of the school to recruit sufficient learners to make it viable. To mitigate the risk the Governors are reviewing the admissions policy, the parent and carer communication policy, the marketing strategy and ensuring effective networking.
- Failure to ensure that restricted income due to the school is collected in a timely manner and recorded accurately. To mitigate the risk the Governors ensure they receive monthly management accounts, performance monitoring reports and review the budget monitoring reports on a regular basis.
- Failure of the school to monitor the performance of the employee pension scheme. The Governors mitigate this risk by obtaining advice from a school pension consultant and review with the auditors on an annual basis.

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **GOVERNORS' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 AUGUST 2017***

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The principal risks and uncertainties that Pyrford Church of England Primary School faces are mitigated by the risk management process that the Academy Trust has in place.

### Financial and risk management objectives and policies

The main financial risks to which Pyrford Church of England Primary School is exposed, taking account of the mitigations in place, relate the risk of an income shortfall due to the likelihood of further government spending reductions affecting our general grant. A risk also arises in relation to the defined benefit pension scheme, due to the fact that there is a deficit of £712k (2016: £916k).

### **Plans for future periods**

The Academy will continue striving to improve the levels of performance of its pupils.

The School has a very good understanding of its strengths and areas for development based on rigorous analysis of data and monitoring of teaching and learning. The School also makes good use of external validation to secure its judgement on the quality of provision and subsequent outcomes. The School Development Plan (SDP) has key areas identified for improvement and is based on regular analysis of data which is meticulously analysed by the Headteacher and the Senior Leadership Team (SLT). The SDP is regularly monitored and amended annually by the SLT and Governors. It is underpinned by appropriate budget links

School improvement strategies are constantly under review and effectively identify underperforming areas and addresses them through a combination of rigorous monitoring, good continuing staff development, including coaching and thorough analysis of pupil performance data. The School makes good provision for personalised learning, support and intervention programmes for individual pupils and the quality of provision for inclusion is very good due to bespoke programmes aimed at raising achievement.

The strive for excellence is evident in many aspects of School life, but particularly in the strong culture of collaboration, openness and commitment to professional learning. Staff continuing professional development is good as is the way that all staff work relentlessly at sharing best practice to fulfil the School's moral imperative at improving the quality of learning for our pupils. Our fundamental approach is improving on our previous best.

### **Auditor**

In so far as the Governors are aware:

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

The Governors' report, incorporating a strategic report, was approved by order of the Board of Governors, as the company directors, on 6 December 2017 and signed on its behalf by:

J Lamaison  
**Chair**

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31 AUGUST 2017**

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### Scope of responsibility

As Governors we acknowledge we have overall responsibility for ensuring that Pyrford Church Of England 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 Governing Body 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 Pyrford Church of England Primary School and the Secretary of State for Education. The principle is also responsible for reporting to the Governing Body any material weaknesses or breakdowns in internal control.

### Governance

The information on governance included here supplements that described in the Governors' Report and in the Statement of Governors' Responsibilities. The Board of Governors has formally met five times during the year. Attendance during the year at meetings of the Board of Governors was as follows:

<b>Governors</b>	<b>Meetings attended</b>	<b>Out of possible</b>
N Aiken	4	5
R Cartledge	5	5
C Davey	4	5
S Adams	5	5
A Johnston	4	5
K Krynicki (Accounting officer)	5	5
J Lamaison (Chair)	5	5
C Newell	5	5
J Porter	2	5
D Reynell	4	5
R Tipping	5	5
J Walker	5	5
A Lovett	5	5
S Tolley	4	5

There were no changes to Governance in year 2016/17. From 7 Oct 2016 Julia Lamaison became the Chair and C Davey became a Governor.

The Governors undertook a Skills Audit in October 2017. The audit showed a favourable mix of skills and competencies with 85% of Governors deemed to have extensive skills/experience. It was felt new Governors already had the skills and attributes needed to support the school and together with the Governors induction pack and training opportunities these Governors would very quickly be able to make a valuable contribution in their role. However Governors still felt there was work to be done and a schedule of training would be prepared. In May 2018 the term of office for all Governors will cease; after which a new self-evaluation will be conducted once the new board has been formed.

The Efficiency Committee is responsible for the Financial, Personnel, Premises and Health and Safety aspects of the academy's strategic and operational work. The Efficiency Committee is a committee of the main Board of Directors. Its purpose is to approve the annual budget, review expenditure and forecast against the budget and propose larger items of expenditure. The committee is satisfied with the arrangement for reviewing data and the process that produces the information. Two nominated directors of this committee will liaise with the external auditors to inform the committee of their findings.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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Governors	Meetings attended	Out of possible
R Cartledge	4	4
A Johnston	3	4
K Krynicki (Accounting officer)	3	4
J Lamaison (Chair)	3	4
D Reynell	3	4
R Tipping	4	4
J Walker	3	4
A Lovett	4	4

### Review of value for money

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

The accounting officer considers how the academy trust's use of its resources has provided good value for money during each academic year, and reports to the Board of Governors 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:

#### Value for money statement

Year End 31 August 2017

I accept that as accounting officer of Pyrford Church of England Primary School, I am responsible and accountable for ensuring that the academy trust delivers good value in the use of public resources. I am aware of the guide to academy value for money statements published by the ESFA and understand that value for money refers to the educational and wider social outcomes achieved in return for the taxpayer resources received.

The Governors and school managers applied the principles of best value when making decisions about:

- The allocation of resources to best promote the aims and values of the school
- The targeting of resources to best improve standards and the quality of provision
- The use of resources to best support the various educational needs of all pupils

To ensure that standards are continually raised the Academy operates a programme of internal reviews of the curriculum. The Academy is a National Support School and gained 'outstanding' in all inspection areas in January 2013.

I set out below how I have ensured that the academy trust's use of its resources has provided good value for money during the academic year.

#### Improving Educational Results

- Our diverse curriculum ensures all pupils have the opportunity to raise their individual levels of attainment
- We regularly review the staffing structure.
- We focus on the needs of every individual pupil, both in relation to their educational and personal development
- We have produced excellent outcomes for our pupils, significantly exceeding national results.

We collaborate with other local schools and professionals.

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# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **GOVERNANCE STATEMENT (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2017**

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### **Financial governance and oversight**

The Academy system of financial governance includes strong oversight by the trustees and accounting officer. As accounting officer I have responsibility for reviewing the effectiveness of the system of internal control. This year my review has been informed by:

- The work of Wilkins Kennedy internal audit who reviewed key financial policies, systems and procedures.

I have been advised of the results of their review of the system on internal control and plan to maintain this regular system of monitoring to ensure continuous improvement systems are in place.

### **Purchasing, the efficient and effective use of resources**

The Governors and school managers deployed equipment, materials and services to provide pupils and staff with resources which support quality of teaching and quality of learning.

Purchasing: The Governors have developed procedures for assessing need, obtaining goods and services which provide best value in terms of suitability, efficiency, time and cost. These measures are detailed in the Academy's Finance Policy.

### **Maximising income generation**

The Academy explored available opportunities to generate income through letting of facilities, provision of additional services such as training courses, school to school support and a Nursery.

### **Reviewing controls and managing risks**

A formal review of the Academy's risk management process is undertaken on an annual basis.

Insurance levels are reviewed annually and used cost-effectively to manage risk.

The governors review the reserve levels of the Academy annually.

### **Maximising use of resources**

Expenditure within each budget heading is reviewed on a regular basis and adjustments are made based on the strategies identified in the School Development Plan.

### **Pupils Welfare**

The quality of the school environment and the school ethos has been reviewed in order to continue to provide a supportive environment conducive to learning and recreation. The Academy tracked attendance for all pupils and attendance was well above the national average.

### **Health and Safety**

The governors and school managers have reviewed the quality of the school environment and equipment carrying out risk assessments where appropriate, in order to provide a safe working environment for pupils, staff and visitors.

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

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of Academy Trust policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised and to manage them efficiently, effectively and economically. The system of internal control has been in place in Pyrford Church of England Primary School for the year ended 31 August 2015 and up to the date of approval of the annual report and financial statements.

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **GOVERNANCE STATEMENT (CONTINUED)**

***FOR THE YEAR ENDED 31 AUGUST 2017***

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### **Capacity to handle risk**

The board of Governors has reviewed the key risks to which the academy trust is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of Governors is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy trust's significant risks that has been in place for the period 1 September 2016 to 31 August 2017 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of Governors.

### **The risk and control framework**

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

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

The Board of Governors has considered the need for a specific internal audit function and has decided to appoint Wilkins Kennedy LLP as internal auditor.

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

- Testing of control systems
- Testing of control account/ bank reconciliation
- Review of policies and procedures and adherence thereon
- Review of governance and training of Governors

Wilkins Kennedy LLP reports to the Governing body on the operation of the systems of control and on the discharge of the Governing Body's financial responsibilities. The role is carried out by a separate team at Wilkins Kennedy LLP with no connection to the audit team, this is to ensure the reviews are carried out independently.

The governors confirm the internal auditor has delivered their schedule of work as planned, and no material control issues arose as a result of the internal auditor's work.

### **Review of effectiveness**

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

- the work of the Internal Audit Review;
- the work of the external auditor;
- the financial management and governance self assessment process;
- the work of the Senior Leadership Team within the Academy Trust who have responsibility for the development and maintenance of the internal control framework



# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **GOVERNANCE STATEMENT (CONTINUED)**

***FOR THE YEAR ENDED 31 AUGUST 2017***

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

Approved by order of the Board of Governors on 6 December 2017 and signed on its behalf by:

K Krynicki  
**Accounting officer**

J Lamaison  
**Chair**

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

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

***FOR THE YEAR ENDED 31 AUGUST 2017***

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As accounting officer of Pyrford Church of England Primary School I have considered my responsibility to notify the academy trust Board of Governors and the Education and Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with ESFA terms and conditions of funding, under the funding agreement in place between the academy trust and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2016.

I confirm that I and the academy trust's Board of Governors are able to identify any material irregular or improper use of funds by the academy trust, or material non-compliance with the terms and conditions of funding under the academy trust's funding agreement and the Academies Financial Handbook 2016.

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 Governors and ESFA.

K Krynicki  
**Accounting Officer**

6 December 2017.

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **STATEMENT OF GOVERNORS' RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 AUGUST 2017***

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The Governors (who act as trustees for Pyrford Church of England Primary School and are also the directors of Pyrford Church of England Primary School for the purposes of company law) are responsible for preparing the Governors' Report and the consolidated accounts in accordance with the Annual Accounts Direction issued by the Education and Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Governors to prepare consolidated accounts for each financial year. Under company law the Governors must not approve the consolidated accounts 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 consolidated accounts, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 and the Academies Accounts Direction 2016 to 2017;
- make judgements 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 consolidated accounts; and
- prepare the consolidated accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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

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

Approved by order of the Board of Governors on 6 December 2017 and signed on its behalf by:

J Lamaison  
**Chair**

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT ON THE ACCOUNTS TO THE MEMBERS OF PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

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### **Opinion**

We have audited the consolidated accounts of Pyrford Church of England Primary School (the 'Academy Trust') for the year ended 31 August 2017 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Academy Balance Sheet the Consolidated Statement of Cash Flows and the consolidated notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Charities SORP 2015 and the Academies Accounts Direction 2016 to 2017 issued by the Education and Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the Academy Trust's affairs as at 31 August 2017 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;
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Charities SORP 2015 and the Academies Accounts Direction 2016 to 2017.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the consolidated accounts section of our report. We are independent of the academy trust in accordance with the ethical requirements that are relevant to our audit of the consolidated accounts in the UK, including the FRC'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 Governors' use of the going concern basis of accounting in the preparation of the consolidated accounts is not appropriate; or
- the Governors have not disclosed in the consolidated accounts any identified material uncertainties that may cast significant doubt about the academy trust's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the consolidated accounts are authorised for issue.

### **Other information**

The Governors are responsible for the other information. The other information comprises the information included in the annual report, other than the consolidated accounts and our auditor's report thereon. Our opinion on the consolidated accounts 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 consolidated accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the consolidated accounts 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 consolidated accounts 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.

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT ON THE ACCOUNTS TO THE MEMBERS OF PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL (CONTINUED)**

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### **Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the Governors' Report including the incorporated strategic report for the financial year for which the consolidated accounts are prepared is consistent with the consolidated accounts; and
- the Governors' Report including the incorporated strategic report has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the academy trust and its environment obtained in the course of the audit, we have not identified material misstatements in the Governors' Report, including the incorporated 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 consolidated accounts are not in agreement with the accounting records and returns; or
- certain disclosures of Governors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of Governors**

As explained more fully in the Statement of Governors' Responsibilities, the Governors are responsible for the preparation of the consolidated accounts and for being satisfied that they give a true and fair view, and for such internal control as the Governors determine is necessary to enable the preparation of consolidated accounts that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated accounts, the Governors are responsible for assessing the academy trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Governors either intend to liquidate the Academy Trust, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the accounts**

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

A further description of our responsibilities for the audit of the consolidated accounts is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

### **Use of our report**

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

**Catherine Cooper (Senior Statutory Auditor)**  
for and on behalf of Wilkins Kennedy LLP

8 December 2017

**Statutory Auditor**  
**Chartered Accountants**

Greytown House  
221-227 High Street  
Orpington  
Kent  
BR6 0NZ

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# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL AND THE EDUCATION FUNDING AGENCY**

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In accordance with the terms of our engagement letter dated 19 April 2017 and further to the requirements of the Education and Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2016 to 2017, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Pyrford Church of England Primary School during the period 1 September 2016 to 31 August 2017 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 Pyrford Church of England 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 the Pyrford Church of England Primary School and the 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 the Pyrford Church of England Primary School and the ESFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Pyrford Church of England Primary School's accounting officer and the reporting accountant**

The accounting officer is responsible, under the requirements of Pyrford Church of England Primary School's funding agreement with the Secretary of State for Education dated 1 June 2014 and the Academies Financial Handbook, extant from 1 September 2016, 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 2016 to 2017. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the period 1 September 2016 to 31 August 2017 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 2016 to 2017 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

# **PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL**

## **INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL AND THE EDUCATION FUNDING AGENCY (CONTINUED)**

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### **Conclusion**

In the course of our work, except for the matters listed below, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the period 1 September 2016 to 31 August 2017 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

### **Reporting Accountant**

Wilkins Kennedy LLP  
Greytown House  
221-227 High Street  
Orpington  
Kent  
BR6 0NZ

Dated: 8 December 2017

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2017

	Notes	Unrestricted Funds £'000	Restricted funds: General £'000	Fixed asset £'000	Total 2017 £'000	Total 2016 £'000
<b>Income and endowments from:</b>						
Donations and capital grants	2	91	52	5,209	5,352	152
Charitable activities:						
- Funding for educational operations	3	-	1,964	-	1,964	1,930
Other trading activities	4	236	-	-	236	271
Investments	5	-	-	-	-	1
<b>Total income and endowments</b>		<u>327</u>	<u>2,016</u>	<u>5,209</u>	<u>7,552</u>	<u>2,354</u>
<b>Expenditure on:</b>						
Charitable activities:						
- Educational operations	7	-	2,508	2,661	5,169	2,392
<b>Total expenditure</b>	6	<u>-</u>	<u>2,508</u>	<u>2,661</u>	<u>5,169</u>	<u>2,392</u>
<b>Net income/(expenditure)</b>		327	(492)	2,548	2,383	(38)
Transfers between funds		(507)	402	105	-	-
<b>Other recognised gains and losses</b>						
Actuarial gains/(losses) on defined benefit pension schemes	20	-	290	-	290	(223)
<b>Net movement in funds</b>		<u>(180)</u>	<u>200</u>	<u>2,653</u>	<u>2,673</u>	<u>(261)</u>
<b>Reconciliation of funds</b>						
Total funds brought forward		<u>375</u>	<u>(911)</u>	<u>6,321</u>	<u>5,785</u>	<u>6,046</u>
Total funds carried forward		<u>195</u>	<u>(711)</u>	<u>8,974</u>	<u>8,458</u>	<u>5,785</u>



# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2017

Comparative year information Year ended 31 August 2016	Notes	Unrestricted	Restricted funds:		Total
		Funds	General	Fixed asset	2016
		£'000	£'000	£'000	£'000
<b>Income and endowments from:</b>					
Donations and capital grants	2	109	43	-	152
Donations - transfer from local authority on conversion		-	-	-	-
Charitable activities:					
- Funding for educational operations	3	-	1,930	-	1,930
Other trading activities	4	271	-	-	271
Investments	5	1	-	-	1
<b>Total income and endowments</b>		<u>381</u>	<u>1,973</u>	<u>-</u>	<u>2,354</u>
<b>Expenditure on:</b>					
Charitable activities:					
- Educational operations	7	<u>292</u>	<u>2,032</u>	<u>68</u>	<u>2,392</u>
<b>Total expenditure</b>	<b>6</b>	<u>292</u>	<u>2,032</u>	<u>68</u>	<u>2,392</u>
<b>Net income/(expenditure)</b>		89	(59)	(68)	(38)
Transfers between funds		(47)	24	23	-
<b>Other recognised gains and losses</b>					
Actuarial gains/(losses) on defined benefit pension schemes	20	<u>-</u>	<u>(223)</u>	<u>-</u>	<u>(223)</u>
<b>Net movement in funds</b>		42	(258)	(45)	(261)
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>333</u>	<u>(654)</u>	<u>6,366</u>	<u>6,046</u>
Total funds carried forward		<u>375</u>	<u>(912)</u>	<u>6,321</u>	<u>5,785</u>

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## CONSOLIDATED BALANCE SHEET

AS AT 31 AUGUST 2017

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		2017		2016	
	Notes	£'000	£'000	£'000	£'000
<b>Fixed assets</b>					
Tangible assets	13		8,974		6,321
<b>Current assets</b>					
Debtors	14	78		19	
Cash at bank and in hand		369		495	
		<u>447</u>		<u>514</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	15	(251)		(134)	
		<u></u>		<u></u>	
<b>Net current assets</b>			196		380
<b>Net assets excluding pension liability</b>			9,170		6,701
Defined benefit pension liability	20		(712)		(916)
			<u></u>		<u></u>
<b>Net assets</b>			8,458		5,785
			<u></u>		<u></u>
<b>Funds of the academy trust:</b>					
<b>Restricted funds</b>	18				
- Children's Centre			1		5
- Fixed asset funds			8,974		6,321
- Pension reserve			(712)		(916)
			<u></u>		<u></u>
<b>Total restricted funds</b>			8,263		5,410
<b>Unrestricted income funds</b>	18		195		375
			<u></u>		<u></u>
<b>Total funds</b>			8,458		5,785
			<u></u>		<u></u>

The accounts set out on pages 22 to 48 were approved by the Board of Governors and authorised for issue on 6 December 2017 and are signed on its behalf by:

J Lamaison  
Chair

Company Number 08765738

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## ACADEMY BALANCE SHEET

FOR THE YEAR ENDED 31 AUGUST 2017

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		2017		2016	
	Notes	£'000	£'000	£'000	£'000
<b>Fixed assets</b>					
Tangible assets	13		8,974		6,321
<b>Current assets</b>					
Debtors	14	78		19	
Cash at bank and in hand		359		490	
		<u>437</u>		<u>509</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	15	(242)		(134)	
<b>Net current assets</b>			<u>195</u>		<u>375</u>
<b>Net assets excluding pension liability</b>			9,169		6,696
Defined benefit pension liability	20		<u>(712)</u>		<u>(916)</u>
<b>Net assets</b>			<u>8,457</u>		<u>5,780</u>
<b>Funds of the academy trust:</b>					
<b>Restricted funds</b>	18				
- Fixed asset funds			8,974		6,321
- Pension reserve			<u>(712)</u>		<u>(916)</u>
<b>Total restricted funds</b>			8,262		5,405
<b>Unrestricted income funds</b>	18		<u>195</u>		<u>375</u>
<b>Total funds</b>			<u>8,457</u>		<u>5,780</u>

The accounts set out on pages 22 to 48 were approved by the Board of Governors and authorised for issue on 6 December 2017 and are signed on its behalf by:

J Lamaison  
Chair

Company Number 08765738

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2017

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	Notes	2017 £'000	2016 £'000
<b>Cash flows from operating activities</b>			
Net cash provided by operating activities	21	(21)	88
		<u>(21)</u>	<u>88</u>
<b>Cash flows from investing activities</b>			
Dividends, interest and rents from investments		-	1
Capital grants from DFE and ESFA		5,209	-
Payments to acquire tangible fixed assets		(5,313)	(23)
Proceeds from sales of tangible fixed assets		<u>(1)</u>	<u>-</u>
		(105)	(22)
<b>Change in cash and cash equivalents in the reporting period</b>		(126)	66
Cash and cash equivalents at 1 September 2016		<u>495</u>	<u>429</u>
<b>Cash and cash equivalents at 31 August 2017</b>		<u><u>369</u></u>	<u><u>495</u></u>

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS

**FOR THE YEAR ENDED 31 AUGUST 2017**

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### **1 Accounting policies**

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

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

The consolidated accounts of the academy trust, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Academies Accounts Direction 2016 to 2017 issued by ESFA, the Charities Act 2011 and the Companies Act 2006 (other than in respect of the disclosure of remunerations received by staff governors under employment contracts – see note 10 for details).

Pyrford Church of England Primary School meets the definition of a public benefit entity under FRS 102.

#### **1.2 Going concern**

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

#### **1.3 Basis of consolidation**

The accounts consolidate on a line-by-line basis the results of the academy and Pyrford and Byfleet Children's Centre. A separate statement of financial activities and income and expenditure for the academy is not preserved because the academy has taken advantage of the exemptions afforded by the Companies Act 2006 and paragraph 397 of the SORP.

#### **1.4 Income**

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

##### Grants receivable

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 period for which it is receivable, and any abatement in respect of the period is deducted from income and recognised as a liability.

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

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2017**

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### Donations

Donations are included in the statement of financial activities on a cash received basis or on an accruals basis where they are assured with reasonable certainty and are receivable at the balance sheet date.

### Other income

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

### Donated goods, facilities and services

The value of donated services and gifts in kind provided to the Academy is recognised in the statement of financial activities as incoming resources and resources expended at their estimated value to the Academy in the period in which they are receivable, and where the benefit is both quantifiable and material.

Where it has been ascertained that the risks and rewards of property subject to long lease agreements lie substantially with the Academy, a reasonable estimate of the gross value is included within fixed assets and, with an appropriate credit to voluntary income (gift in kind), within the restricted fixed asset fund. The valuation is at an estimation of depreciated replacement cost on the basis that the assets represent specialised property and the open market value for existing use is not readily available.

### Interest receivable

Interest receivable is included within the statement of financial activities on a receivable basis.

### Donated fixed assets

Where the donated good is a fixed asset it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset category and

## **1.5 Expenditure**

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

All resources expended are inclusive of irrecoverable VAT.

### Expenditure on raising funds

This includes all expenditure incurred by the academy trust to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

### Charitable activities

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

### Governance costs

These include the costs attributable to the academy trust's compliance with constitutional and statutory requirements, including audit, strategic management, Governors' meetings and reimbursed expenses.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2017

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#### 1.6 Tangible fixed assets and depreciation

Tangible fixed assets acquired since the Academy was established are included in the accounts at cost. Assets costing less than £1,000 or a group of similar items costing £3,000 are written off in the year of acquisition. Such costs include both direct and allocated support costs.

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

The property has been included at the valuation provided by the ESFA when completing the property under the Priority Schools Building Programme.

The Academy has a 125 year lease from conversion on its land and buildings with the diocese

#### Depreciation

Depreciation is provided on a straight-line basis on the cost of tangible fixed assets, to write them down to their estimated residual values over their expected useful lives. No depreciation is provided on freehold land. The principal annual rates used for other assets are:

Land and buildings	Buildings 2%, Land is not depreciated
Computer Equipment	20%

A review for impairment of a fixed asset is carried out if events or changed 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. Depreciation is not charged in the year of acquisition.

#### 1.7 Liabilities

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

#### 1.8 Leasing commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2017

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#### 1.9 Financial Instruments

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

##### Financial Assets

Trade and other debtors are basic financial instruments and are debt instruments measured at amortised costs. Prepayments are not financial instruments. Cash at bank is classified as a basic financial instrument and is measured at face value.

##### Financial Liabilities

Trade creditors, accruals and other creditors are financial instruments and one 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 and another financial instrument.

#### 1.10 Taxation

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

#### 1.11 Pensions benefits

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

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the academy trust in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 19, the TPS is a multi-employer scheme and there is insufficient information available to use defined benefit accounting. The TPS is therefore treated as a defined contribution scheme for accounting purposes and the contributions are recognised in the period to which they relate.

The LGPS is a funded scheme and the assets are held separately from those of the academy trust in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit credit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to operating surplus are the current service costs and the costs of scheme introductions, benefit changes, settlements and curtailments. They are included as part of staff costs as incurred. Net interest on the net defined benefit liability/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.



# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2017

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#### 1.12 Fund accounting

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

Restricted fixed asset funds are resources which are to be applied to specific capital purposes imposed by the Education and Skills Funding Agency and Department for Education where the asset acquired or created is held for a specific purpose.

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

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

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

##### Critical accounting estimates and assumptions

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

The present value of the Local Government Pension Scheme defined 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 20, 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 2016. 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.

##### Critical areas of judgement

###### Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 13 for the carrying amount of the property plant and equipment, and note 1.6 for the useful economic lives for each class of assets.

###### Bad debts

Debtors are regularly reviewed for recoverability, any debts which in the opinion of management are not recoverable are provided for as a specific bad debt.

There are no key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 2 Donations and capital grants Group and Academy

	Unrestricted funds £'000	Restricted funds £'000	Total 2017 £'000	Total 2016 £'000
Capital Grants	-	5,209	5,209	-
Other donations	91	52	143	152
	<u>91</u>	<u>5,261</u>	<u>5,352</u>	<u>152</u>

### 3 Funding for the academy trust's educational operations Group

	Unrestricted funds £'000	Restricted funds £'000	Total 2017 £'000	Total 2016 £'000
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	1,584	1,584	1,587
Other DfE / ESFA grants	-	171	171	151
National College Grants	-	6	6	-
	<u>-</u>	<u>1,761</u>	<u>1,761</u>	<u>1,738</u>
<b>Other government grants</b>				
Local authority grants	-	203	203	192
	<u>-</u>	<u>203</u>	<u>203</u>	<u>192</u>
<b>Total funding</b>	<u>-</u>	<u>1,964</u>	<u>1,964</u>	<u>1,930</u>

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 3 Funding for the academy trust's educational operations (continued) Academy

	Unrestricted funds £'000	Restricted funds £'000	Total 2017 £'000	Total 2016 £'000
<b>DfE / ESFA grants</b>				
General annual grant (GAG)	-	1,584	1,584	1,587
Other DfE / ESFA grants	-	171	171	151
National College Grants	-	6	6	
	-	1,761	1,761	1,738
<b>Other government grants</b>				
Local authority grants	-	98	98	86
<b>Total funding</b>	-	1,859	1,859	1,824

### 4 Other trading activities Group

	Unrestricted funds £'000	Restricted funds £'000	Total 2017 £'000	Total 2016 £'000
Hire of facilities	13	-	13	25
School to School support	69	-	69	96
Extended Schools	129	-	129	141
Other income	25	-	25	9
	236	-	236	271

### Other trading activities Academy

	Unrestricted funds £'000	Restricted funds £'000	Total 2017 £'000	Total 2016 £'000
Hire of facilities	25	-	25	37
School to School support	69	-	69	96
Extended Schools	129	-	129	141
Other income	104	-	104	81
	327	-	327	355

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 5 Investment income Group and Academy

	Unrestricted funds £'000	Restricted funds £'000	Total 2017 £'000	Total 2016 £'000
Short term deposits	-	-	-	1

### 6 Expenditure Group

	Staff costs £'000	Premises & equipment £'000	Other costs £'000	Total 2017 £'000	Total 2016 £'000
<b>Academy's educational operations</b>					
- Direct costs	1,474	104	212	1,790	1,600
- Allocated support costs	472	2,697	210	3,379	792
	<u>1,946</u>	<u>2,801</u>	<u>422</u>	<u>5,169</u>	<u>2,392</u>

### Expenditure Academy

	Staff costs £'000	Premises & equipment £'000	Other costs £'000	Total 2017 £'000	Total 2016 £'000
<b>Academy's educational operations</b>					
- Direct costs	1,474	104	209	1,787	1,600
- Allocated support costs	460	2,697	203	3,360	774
	<u>1,934</u>	<u>2,801</u>	<u>412</u>	<u>5,147</u>	<u>2,374</u>

### Net income/(expenditure) for the year includes: (Group and Academy)

	2017 £'000	2016 £'000
Fees payable to auditor for:		
- Audit	6	8
- Other services	2	6
Depreciation of tangible fixed assets	129	68
Loss on disposal of fixed assets	2,532	-
Net interest on defined benefit pension liability	<u>19</u>	<u>25</u>

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 7 Charitable activities

	Unrestricted funds £'000	Restricted funds £'000	Total 2017 £'000	Total 2016 £'000
Direct costs - educational operations	-	1,790	1,790	1,600
Support costs - educational operations	-	3,379	3,379	792
	<u>-</u>	<u>5,169</u>	<u>5,169</u>	<u>2,392</u>
<b>Support costs</b>				
Support staff costs			472	420
Depreciation and amortisation			2,557	15
Technology costs			12	12
Premises costs			62	116
Other support costs			263	211
Governance costs			13	18
			<u>3,379</u>	<u>792</u>

The Academy costs are as above less the children's centre costs as analysed within note 12.

### 8 Governance costs

<b>Group and Academy, all from restricted funds:</b>	<b>Total 2017 £'000</b>	<b>Total 2016 £'000</b>
<b>Amounts included in support costs</b>		
Legal and professional fees	2	3
Auditor's remuneration		
- Audit of financial statements	6	8
- Other audit costs	5	6
Governors' reimbursed expenses	-	1
	<u>13</u>	<u>18</u>

### 9 Staff costs (Group and Academy)

	<b>2017 £'000</b>	<b>2016 £'000</b>
Wages and salaries	1,464	1,397
Social security costs	123	99
Operating costs of defined benefit pension schemes	359	286
	<u>1,946</u>	<u>1,782</u>
Staff costs	1,946	1,782
Staff development and other staff costs	9	11
	<u>1,955</u>	<u>1,793</u>
Total staff expenditure	1,955	1,793

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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### 9 Staff costs

#### Staff numbers

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

	2017 Number	2016 Number
Teachers	25	26
Administration and support	48	45
Management	5	5
Nursery staff	4	3
	<u>82</u>	<u>79</u>

#### Higher paid staff

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

	2017 Number	2016 Number
£70,001 - £80,000	<u>1</u>	<u>1</u>

#### Key management personnel

The key management personnel of the academy trust comprise the Governors and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the academy trust was £367k (2016: £282k)

### 10 Governors' remuneration and expenses

One or more of the Governors has been paid remuneration or has received other benefits from an employment with the academy trust. The Headteacher and other staff Governors only receive remuneration in respect of services they provide undertaking the roles of Headteacher and staff members under their contracts of employment, and not in respect of their services as Governors.

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

K Krynicki (Headteacher):

- Remuneration £75,000 - £85,000 (2016: £70,001 - £75,000 )
- Employer's pension contributions £10,000 - £15,000 (2016: £10,001-£15,000)

S Adams & S Tolley (staff):

- Remuneration £59,424 (2016: £58,160)
- Employer's pension contributions £9,792 (2016: £9,580)

The other staff Governors listed above only received remuneration for their role as a member of staff and the salaries have been aggregated as the Governors believe any further detailed breakdown would be prejudicial to the structure of the Governing Board.

During the year, no expenses were reimbursed to Governors (2016: £Nil).

Other related party transactions involving the Governors are set out within the related parties note.

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# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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### 11 Governors and officers insurance

The academy trust 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.

### 12 Pyrford and Byfleet Children's Centre

Included within the consolidated accounts is the Pyrford and Byfleet Children's Centre, Company number 8781852, the company is limited by guarantee, of which the Pyrford Church of England Primary School is the sole member. The children's centre provides physical, intellectual and social development of primarily but not exclusively children under five.

	<b>2017</b>	<b>2016</b>
	<b>£'000</b>	<b>£'000</b>
Grants received – Local Authority	108	106
Wages	(91)	(82)
Resources for primary purposes	(9)	(11)
Premises expenditure including rent	(12)	(9)
	<u>(4)</u>	<u>4</u>

The assets and liabilities of Pyrford & Byfleet Children's Centre at 31 August 2017:

Cash	10	14
Deferred income	(9)	(9)
	<u>1</u>	<u>5</u>

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 13 Tangible fixed assets Group and Academy

	Land and buildings £'000	Computer Equipment £'000	Total £'000
<b>Cost</b>			
At 1 September 2016	6,371	100	6,471
Additions	5,200	113	5,313
Disposals	(2,643)	(12)	(2,655)
	<u>8,928</u>	<u>201</u>	<u>9,129</u>
At 31 August 2017	8,928	201	9,129
<b>Depreciation</b>			
At 1 September 2016	119	31	150
On Disposal	(119)	(5)	(124)
Charge for the year	104	25	129
	<u>104</u>	<u>51</u>	<u>155</u>
At 31 August 2017	104	51	155
<b>Net book value</b>			
At 31 August 2017	<u>8,824</u>	<u>150</u>	<u>8,974</u>
At 31 August 2016	<u>6,252</u>	<u>69</u>	<u>6,321</u>

Included in the cost of land and buildings is land of £3,728k (2016: £3,728k) which is not depreciated.

The trust's transactions relating to land and buildings included:

- the acquisition of the leasehold on the school building which was funded from the Priority Schools Building Programme at a value of £5,200k;
- the disposal of the leasehold on the existing school building by the trust at a value of £2,524k.

14 Debtors Group and Academy	2017 £'000	2016 £'000
VAT recoverable	21	5
Prepayments and accrued income	57	14
	<u>78</u>	<u>19</u>



# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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<b>15</b>	<b>Creditors: amounts falling due within one year Group</b>	<b>2017</b>	<b>2016</b>
		<b>£'000</b>	<b>£'000</b>
	Other taxation and social security	30	32
	Other creditors	33	32
	Accruals and deferred income	188	70
		<u>251</u>	<u>134</u>
		<u>251</u>	<u>134</u>
	<b>Creditors: amounts falling due within one year Academy</b>	<b>2017</b>	<b>2016</b>
		<b>£'000</b>	<b>£'000</b>
	Other taxation and social security	30	32
	Other creditors	33	32
	Accruals and deferred income	179	61
		<u>242</u>	<u>125</u>
		<u>242</u>	<u>125</u>
<b>16</b>	<b>Deferred income Group</b>	<b>2017</b>	<b>2016</b>
		<b>£'000</b>	<b>£'000</b>
	Deferred income is included within:		
	Creditors due within one year	70	61
		<u>70</u>	<u>61</u>
	Deferred income at 1 September 2016	61	72
	Released from previous years	(61)	(72)
	Amounts deferred in the year	70	61
		<u>70</u>	<u>61</u>
	<b>Deferred income at 31 August 2017</b>	<b>70</b>	<b>61</b>
		<u>70</u>	<u>61</u>

At the balance sheet date the Academy Trust was holding funds received in advance for universal infant free school meals, rates grant received in advance, school club payments on account and Surrey Local Authority nursery grants relating to 2017/2018.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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16	<b>Deferred income Academy</b>	<b>2017</b>	<b>2016</b>
		<b>£'000</b>	<b>£'000</b>
	Deferred income is included within:		
	Creditors due within one year	75	52
		<u>75</u>	<u>52</u>
	Deferred income at 1 September 2016	52	63
	Released from previous years	(52)	(63)
	Amounts deferred in the year	75	52
		<u>75</u>	<u>52</u>
	<b>Deferred income at 31 August 2017</b>	<b>75</b>	<b>52</b>

At the balance sheet date the Academy Trust was holding funds received in advance for universal infant free school meals, rates grant received in advance and breakfast club and treetops income received for 2017/2018.

17	<b>Financial Instruments (Academy &amp; Group)</b>	<b>2017</b>	<b>2016</b>
		<b>£'000</b>	<b>£'000</b>
	<b>Carrying amount of financial assets</b>		
	Debt instruments measured at amortised cost	78	19
	<b>Carrying amount of financial liabilities</b>		
	Measured at amortised cost	151	41
		<u>151</u>	<u>41</u>

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 18 Funds

	Balance at 1 September 2016 £'000	Incoming resources £'000	Resources expended £'000	Gains, losses & transfers £'000	Balance at 31 August 2017 £'000
<b>Restricted general funds</b>					
General Annual Grant	-	1,584	(1,986)	402	-
Other DfE / ESFA grants	-	177	(177)	-	-
Other government grants	-	98	(98)	-	-
Other restricted funds	-	49	(49)	-	-
P& B Children's Centre	5	108	(112)	-	1
	<u>5</u>	<u>2,016</u>	<u>(2,422)</u>	<u>402</u>	<u>1</u>
Funds excluding pensions	5	2,016	(2,422)	402	1
Pension reserve	(916)	-	(86)	290	(712)
	<u>(911)</u>	<u>2,016</u>	<u>(2,508)</u>	<u>692</u>	<u>(711)</u>
<b>Restricted fixed asset funds</b>					
DfE/ESFA capital grants	-	5,209	(2,661)	(2,548)	-
General fixed assets	6,321	-	-	2,653	8,974
	<u>6,321</u>	<u>5,209</u>	<u>(2,661)</u>	<u>105</u>	<u>8,974</u>
<b>Total restricted funds</b>	<u>5,410</u>	<u>7,225</u>	<u>(5,169)</u>	<u>797</u>	<u>8,263</u>
<b>Unrestricted funds</b>					
General funds	375	327	-	(507)	195
	<u>375</u>	<u>327</u>	<u>-</u>	<u>(507)</u>	<u>195</u>
<b>Total funds</b>	<u>5,785</u>	<u>7,552</u>	<u>(5,169)</u>	<u>290</u>	<u>8,458</u>

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

General Annual Grant: Income received from the ESFA to cover the normal running costs of the Academy.

Under the funding agreement with the Secretary of State, the academy was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2017.

Other DfE/ESFA grants: This includes the pupil premium, universal infant free school meals, additional funding for doors, the NSS grant and the PE grant.

Other government grants: This includes SEN funding and additional pupil premium received from the Local Authority.

Other restricted funds: This includes amounts provided by the PTA (FPPS) for school equipment.

DfE/ESFA capital grants: This includes the funding from the Priority Schools Building Programme and the devolved formula capital grant.

The transfer of funds is to cover the excess of expenditure over income on GAG and to reflect the purchase of fixed assets during the period.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 18 Funds

	Balance at 1 September 2015 £'000	Incoming resources £'000	Resources expended £'000	Gains, losses & transfers £'000	Balance at 31 August 2016 £'000
<b>Restricted general funds</b>					
General Annual Grant	-	1,587	(1,611)	24	-
Other DfE / ESFA grants	-	151	(151)	-	-
Other government grants	-	86	(86)	-	-
Other restricted funds	-	43	(43)	-	-
P& B Children's Centre	1	106	(102)	-	5
	<u>-</u>	<u>1,973</u>	<u>(1,993)</u>	<u>24</u>	<u>5</u>
Funds excluding pensions	-	1,973	(1,993)	24	5
Pension reserve	(654)	-	(39)	(223)	(916)
	<u>(653)</u>	<u>1,973</u>	<u>(2,032)</u>	<u>(199)</u>	<u>(911)</u>
<b>Restricted fixed asset funds</b>					
General fixed assets	6,366	-	(68)	23	6,321
	<u>6,366</u>	<u>-</u>	<u>(68)</u>	<u>23</u>	<u>6,321</u>
<b>Total restricted funds</b>	<u>5,713</u>	<u>1,973</u>	<u>(2,100)</u>	<u>(176)</u>	<u>5,410</u>
<b>Unrestricted funds</b>					
General funds	333	381	(292)	(47)	375
	<u>333</u>	<u>381</u>	<u>(292)</u>	<u>(47)</u>	<u>375</u>
<b>Total funds</b>	<u>6,046</u>	<u>2,354</u>	<u>(2,392)</u>	<u>(223)</u>	<u>5,785</u>

### 19 Analysis of net assets between funds

	Unrestricted Funds £'000	Restricted funds: General £'000	Fixed asset £'000	Total 2017 £'000
<b>Fund balances at 31 August 2017 are represented by:</b>				
Tangible fixed assets	-	-	8,974	8,974
Current assets	195	252	-	447
Creditors falling due within one year	-	(251)	-	(251)
Defined benefit pension liability	-	(712)	-	(712)
	<u>195</u>	<u>(711)</u>	<u>8,974</u>	<u>8,458</u>

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 19 Analysis of net assets between funds

	Unrestricted	Restricted funds:		Total
	Funds	General	Fixed asset	2016
	£'000	£'000	£'000	£'000
<b>Fund balances at 31 August 2016 are represented by:</b>				
Tangible fixed assets	-	-	6,321	6,321
Current assets	375	139	-	514
Creditors falling due within one year	-	(134)	-	(134)
Defined benefit pension liability	-	(916)	-	(916)
	<u>375</u>	<u>(911)</u>	<u>6,321</u>	<u>5,785</u>

### 20 Pensions and similar obligations

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

The pension costs are assessed in accordance with the advice of independent qualified actuaries. The latest actuarial valuation of the TPS related to the period ended 31 March 2012 and that of the LGPS related to the period ended 31 March 2016.

Contributions amounting to £33k (2016: £32k) were payable to the schemes at 31 August 2017 and are included within creditors.

#### Teachers' Pension Scheme

##### Introduction

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

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

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

Not less than every four years 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. 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 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2017**

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### **20 Pensions and similar obligations**

The key elements of the valuation and subsequent consultation are:

- employer contribution rates set at 16.48% of pensionable pay (including a 0.08% employer administration charge (currently 14.1%))
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £191,500 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £176,600 million giving a notional past service deficit of £14,900 million
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations
- the assumed real rate of return is 3.0% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.75%. The assumed nominal rate of return is 5.06%

During the previous year the employer contribution rate was 14.1%. The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the TPS will be as at March 2016, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 April 2019.

The employer's pension costs paid to the TPS in the period amounted to £137k (2016: £199k).

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 a multi-employer pension scheme. The trust has accounted for its contributions to the scheme as if it were a defined contribution scheme. The trust has set out above the information available on the scheme.

#### **Local Government Pension Scheme**

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contributions are as noted below. The agreed contribution rates for future years are 26.4% for employers and 5.5 - 12.8% for employees. The estimated value of employer contributions for the forthcoming year is £108k.

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

### 20 Pensions and similar obligations

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.

<b>Total contributions made</b>	<b>2017</b>	<b>2016</b>
	<b>£'000</b>	<b>£'000</b>
Employer's contributions	155	141
Employees' contributions	31	31
	<u>          </u>	<u>          </u>
Total contributions	186	172
	<u>          </u>	<u>          </u>

<b>Principal actuarial assumptions</b>	<b>2017</b>	<b>2016</b>
	<b>%</b>	<b>%</b>
Rate of increases in salaries	2.7	2.4
Rate of increase for pensions in payment	2.4	2.14
Discount rate	2.5	2.1
Inflation assumption (CPI)	2.4	2.1
	<u>          </u>	<u>          </u>

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

	<b>2017</b>	<b>2016</b>
	<b>Years</b>	<b>Years</b>
Retiring today		
- Males	22.5	22.5
- Females	24.6	24.6
Retiring in 20 years		
- Males	24.1	24.5
- Females	26.4	26.9
	<u>          </u>	<u>          </u>

<b>Sensitivity Analysis</b>	<b>2017</b>	<b>2016</b>
	<b>£'000</b>	<b>£'000</b>
Discount rate – 0.5%	190	199
Salary rate increase + 0.5%	31	52
Pension rate increase + 0.5%	156	142
	<u>          </u>	<u>          </u>

# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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### 20 Pensions and similar obligations

The academy trust's share of the assets in the scheme	2017 Fair value £'000	2016 Fair value £'000
Equities	678	613
Bonds	137	139
Cash	37	16
Property	64	49
	<u>          </u>	<u>          </u>
Total market value of assets	916	817
	<u>          </u>	<u>          </u>
Actual return on scheme assets - gain/(loss)	(83)	104
	<u>          </u>	<u>          </u>
<b>Amounts recognised in the statement of financial activities</b>	<b>2017</b>	<b>2016</b>
	<b>£'000</b>	<b>£'000</b>
Current service cost (net of employee contributions)	222	155
Net interest cost	19	25
	<u>          </u>	<u>          </u>
Total operating charge	241	180
	<u>          </u>	<u>          </u>
<b>Changes in the present value of defined benefit obligations</b>	<b>2017</b>	<b>2016</b>
	<b>£'000</b>	<b>£'000</b>
Obligations at 1 September 2016	1,733	1,195
Current service cost	222	155
Interest cost	37	48
Employee contributions	31	31
Actuarial loss	(391)	304
Benefits Paid	(4)	-
	<u>          </u>	<u>          </u>
At 31 August 2017	1,628	1,733
	<u>          </u>	<u>          </u>



# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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### 20 Pensions and similar obligations

Changes in the fair value of the academy trust's share of scheme assets	2017 £'000	2016 £'000
Assets at 1 September 2016	817	541
Interest income	18	23
Return on plan assets (excluding amounts included in net interest): Actuarial gain	(101)	81
Employer contributions	155	141
Employee contributions	31	31
Benefits Paid	(4)	-
	<hr/>	<hr/>
At 31 August 2017	916	817
	<hr/>	<hr/>

### 21 Reconciliation of net income/(expenditure) to net cash flows from operating activities

	2017 £'000	2016 £'000
Net income/(expenditure) for the reporting period	2,383	(38)
Adjusted for:		
Capital grants from DfE/ESFA	(5,209)	-
Investment income	-	(1)
Defined benefit pension costs less contributions payable	67	14
Defined benefit pension net finance cost/(income)	19	25
Depreciation of tangible fixed assets	129	68
Loss on disposal of fixed assets	2,532	-
(Increase)/decrease in debtors	(59)	20
Increase/(decrease) in creditors	117	-
	<hr/>	<hr/>
<b>Net cash provided by operating activities</b>	<b>(21)</b>	<b>88</b>
	<hr/>	<hr/>

### 22 Contingent liabilities

During the period of the Funding Agreement, in the event of the sale or disposal by other means of any asset for which a Government capital grant was received, the Academy is required either to re-invest the proceeds or to repay to the Education and Skills Funding Agency the same proportion of the proceeds of the sale or disposal as equates with the proportion of the original cost met by the Secretary of State.

Upon termination of the Funding Agreement, whether as a result of the Secretary of State or the Academy serving notice, the Academy shall repay to the Secretary of State sums determined by reference to:

- the value at that time of the Academy's site and premises and other assets held for the purpose of the Academy; and
  - the extent to which expenditure incurred in providing those assets was met by payments by the Secretary of State under the Funding Agreement.
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# PYRFORD CHURCH OF ENGLAND PRIMARY SCHOOL

## NOTES TO THE CONSOLIDATED ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2017

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### 23 Commitments under operating leases

At 31 August 2017 the total future minimum lease payments under non-cancellable operating leases were as follows:

	2017 £'000	2016 £'000
Amounts due within one year	8	8
Amounts due in two and five years	16	16
	<u>24</u>	<u>24</u>

### 24 Capital Commitments

	2017 £'000	2016 £'000
Expenditure contracted for but not provided in the financial statements	4	-
	<u>4</u>	<u>-</u>

### 25 Related party transactions

Owing to the nature of the academy trust's operations and the composition of the Board of Governors being drawn from local public and private sector organisations, transactions may take place with organisations in which the academy trust has an interest. All transactions involving such organisations are conducted at arm's length and in accordance with the academy trust's financial regulations and normal procurement procedures. The following related party transaction took place in the period of account.

During the year sports coaching was undertaken by ActivKids Limited amounting to £11,503 (2016: £1,833) which is funded as part of the ESFA PE Grant. Mr J Porter a Governor is a director of the company. The academy made the purchase at arms length and in entering into the transactions the academy has complied with the requirements of the ESFA's Financial Handbook.

During the year, the academy received letting income totalling £5,854 (2016: £6,863) from S4K Limited, a company in which Mr J Porter is a director.

Also during the year, Mr J Walker, a governor of the school, received £4,645 from the school in respect of work undertaken by his business, Shepherds' Market - Woodcraft. The academy made the purchase at arms length and in entering into the transactions the academy has complied with the requirements of the ESFA's Financial Handbook.

### 26 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.