

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2018

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE ACADEMY, ITS MEMBERS, TRUSTEES AND
ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2018**

Members

Mr L Sheppard
Mr B Beadon
Mr A Breathwick
Mrs J Hamilton-Morris
Mr A Parker (resigned 29 September 2017)
Mrs A McGibbon
Mr M McGowan
Mrs C Ramsden
Mrs S Wright
Mr S Harbrow (appointed 1 September 2017)
Dr S Lague (appointed 20 November 2017)
Mr A Mears (appointed 20 November 2017)
Ms S Lavelle (resigned 30 January 2018)

Trustees

Mr M McGowan, Chair of Governors
Mr A Parker (resigned 29 September 2017)
Mr L Sheppard, Chair of Finance & Facilities Committee
Mrs A Robinson, Headteacher
Mr B Beadon, Vice Chair
Mr A Breathwick
Mrs C Ramsden
Mrs J Hamilton-Morris
Mrs A McGibbon
Ms S Lavelle (resigned 30 January 2018)
Mr S Harbrow (appointed 1 September 2017)
Mrs S Wright (appointed 4 November 2016)
Dr S Lague (appointed 20 November 2017)
Mr A Mears (appointed 20 November 2017)

**Company registered
number**

07601846

Company name

Buttsbury Junior School

**Registered and principal
office**

Norsey View Drive
Billericay
Essex
CM12 0QR

Accounting Officer

Mrs A Robinson

Senior Management Team

Mrs A Robinson, Headteacher
Miss J Featherstone, Year 5 Leader
Mr A Graves, Deputy Headteacher
Miss G Cutmore, Year 4 Leader
Miss S Carroll, Year 6 Leader
Miss N Miller, Year 3 Leader
Mrs R Cheesman, Inclusion Manager

Independent Auditors

Price Bailey LLP
Chartered Accountants
Statutory Auditors
Causeway House
1 Dane Street
Bishop's Stortford
Hertfordshire
CM23 3BT

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2018

The Governors present their Annual Report together with the financial statements and Auditor's Reports of Buttsbury Junior School (the Charitable Company, the Trust or the Academy) for the year ended 31 August 2018. The Annual Report serves the purposes of both a Trustees' Report, and a Directors' Report under company law.

The Charitable Company operates an academy school for pupils aged 7 to 11 serving a catchment area in Billericay. It has a pupil capacity of 496 and had a roll of 494 in the 2018 school census.

Structure, Governance and Management

Constitution

The Academy is a company limited by guarantee and an exempt charity. The Charitable Company's memorandum and articles of association are its primary governing documents. The Governors of Buttsbury Junior School are also directors of the Charitable Company for the purposes of company law. The term Governor, Trustee and Director are interchangeable in this Report. The Charitable Company is known as Buttsbury Junior School (the School).

Details of the Governors (who served throughout the year except as noted) are included in the Reference and Administrative Details section of this Report.

Members' Liability

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

Governors' Indemnities

Academy insurers encompass all relevant insurance including Governor third party indemnity provision.

Methods of Recruitment and Appointment or Election of Governors

Governors are appointed for a fixed term. The Headteacher is an ex officio member of the Governing Body. Parent Governors and Staff Governors are elected to office. In the event of insufficient candidates offering themselves for election as Parent Governors, the Governing Body may appoint Parent Governors. The Articles of Association make provision for; a minimum of 2 and a maximum of 7 Community Governors; a minimum of 2 and a maximum of 5 Parent Governors; a maximum of 2 Staff Governors; the Headteacher; a maximum of 3 Co-opted Governors; any additional Governors appointed by the Secretary of State.

Policies and Procedures Adopted for the Induction and Training of Governors

New Governors are required to attend an induction programme that typically involves a tour of the School and meetings with students and staff. They are provided with copies of the relevant policy and procedure documents that are appropriate to the role they undertake as Governors, with particular emphasis on the committee work that they will undertake.

Organisational Structure

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

The Governors are responsible for setting general policy, adopting an annual plan and budget, monitoring the Academy income and costs against the budget, reviewing progress towards educational objectives and results and making major decisions about the direction of the Academy, capital expenditure and senior staff appointments. They also agree the performance objectives of the Headteacher with the School Improvement Partner, and review them.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2018

The Headteacher is the Accounting Officer and has overall responsibility for day to day financial management.

The Leadership Team consists of the Headteacher, Deputy Headteacher, Assistant Headteacher, Year Group Heads and the Inclusion Manager. This team controls the Academy at an executive level, implementing policies and reporting to the Governing Body. The Leadership Team is responsible for the day to day operation of the Academy, in particular organising staff, resources and children. They are responsible for the authorisation of spending within agreed budgets and for the appointment of staff, following vetting and safeguarding recruitment processes. Each member of the Leadership Team has specific responsibilities to assist the Headteacher to manage specific aspects of the Academy.

Arrangements for setting pay and remuneration of key management personnel

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

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

All amendments to key management's pay and remuneration are approved by the appropriate sub-committee and ratified by the full Governing Body.

Related Parties and other Connected Charities and Organisations

Owing to the nature of the Academy's operations and the composition of the Governing Body being drawn from local public and private sector organisations, it is possible that from time to time transactions will take place with organisations in which a member of the Governing Body may have an interest. Further, the Academy has formal or informal arrangements with several connected organisations. These include the Billericay Community Trust (BCT), Billericay SCITT, Teaching Schools Alliance, First Strokes Swimming, Winger Sports, Working for Children, Elites Swimming and William de Ferrers Sports Partnership. All transactions involving these organisations are conducted at arm's length and in accordance with the Academy's financial regulations and normal procedures. Where contracts for goods or services exceeded £2,500 cumulatively in the year, the element above £2,500 is provided at no more than cost. There have been no such contracts this year.

The Trust does not have a formal sponsor.

Objectives and Activities

Objective

The School's overriding objective is to provide free education and care for pupils of different abilities between the ages of 7 and 11.

Activities

It seeks to achieve this objective by:

- establishing high quality teaching, learning and assessment;
- providing a broad and balanced curriculum and a wide range of extra-curricular activities;
- care, guidance and support of students; and
- strong, effective leadership and management.

Our success in performing these activities can be measured by:

- strong performance in SATS results;
- self-assessment as an Outstanding School (supported by independent external verification);
- positive comments and feedback from parents and other stakeholders; and
- children's enjoyment in coming to School and their positive responses in pupil questionnaires.

Public Benefit

The Governors confirm that in exercising their powers or duties they have referred to and follow the guidance contained in the Charity Commission's guidance on public benefit.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2018

Strategic Report

Achievements and Performance

The Academy continued its mission to ensure that all students achieved their potential; it provided a wide range of extra-curricular activities, developed and retained suitable staff and successfully prepared students for transfer to secondary education.

The School continued to implement its robust development plan to bring about rapid improvements in all aspects of School life. The success of the plan can be measured by the School's self-evaluation as 'Outstanding' (supported by independent external validation) at the end of the academic year.

Academic performance

The Academy continues to operate at a very high level academically and compares very favourably to national data and also shows an improving trend over time. Highlights from 2018 are:

	Percentage attaining the expected standard (2017 results in brackets)	Percentage above national average (2017 results in brackets)
Grammar, Punctuation and Spelling	88% (81%) +7%	10% (4%) +6%
Reading	86% (76%) +10%	11% (5%) +6%
Writing *	85% (88%) -3%	7% (12%) -5%
Maths	88% (83%) +5%	12% (8%) +4%
Reading, Writing and Maths combined	77% (73%) +3%	15% (12%) +3%

* Writing attainment is teacher-assessed

Sporting performance

The various sports teams had another very successful year:

- we were awarded the Sportsmark Gold Award for the fourth time;
- both the Year 3/4 and Year 5/6 teams won the County Swimming Championship again; we also won the Year 3/4 County Tennis Championships for the first time;
- teams qualified to compete at county level in several other sports, including; basketball, indoor athletics, cricket, cross country, tennis and netball;
- we won the District Sports;
- 76% of children participated in at least one sporting club per week;
- regular inter-house competitions enabled all children to participate in competitive sport; and
- we have maintained our Enhanced Healthy Schools status.

Performance in Music

The Academy has had another very successful year in terms of music with a large number of children passing external examinations in a wide range of instruments. Both school choirs continue to flourish, with the Year 5/6 choir doubling in size this year. Over 100 children performed as members of the choirs. A further 30 played instruments in our summer concert.

Community Involvement and Fundraising

The Academy has strengthened its links with the Billericay Rotary Club and our Rotakids have been heavily involved in a number of community events, such as: the Christmas Market; the Soapbox Derby and SummerFest. A strong link has been made with The Ark Day Care Centre for adults with dementia and fundraising activities have accrued over £6,500 for Great Ormond Street Hospital.

On the Facilities front:

- The toilets in the Year 6 area, which are also used during lettings, were replaced;
- the Year 5 classrooms were redecorated;
- the driveway was re-surfaced; and
- the environmental area was further enhanced as part of our 'Forest Schools' project

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2018

Key Performance Indicators (KPIs)

Academic Indicators	2017/18	2016/17	2015/16
Standardised progress measure in Maths	+0.6	+1.1	+0.9
Standardised progress measure in Reading	+0.2	-0.7	+1.3
Standardised progress measure in Writing	-0.5	+1.5	+2.7
Attaining/exceeding expected standard in GPS	88%	81%	88%
Attaining/exceeding expected standard in Reading	86%	76%	80%
Attaining/exceeding expected standard in Maths	88%	83%	81%
Attaining/exceeding standard in Reading, Writing & Maths	79%	73%	68%
Attendance Level (Target 97.7%)	97.4%	97.4%	97.6%

Financial Indicators

Income KPIs	2017-18	2016-17	2015-16
Total Revenue Income Per Pupil	£4,107	£4,114	£4,128
GAG Income per Pupil	£3,484	£3,329	£3,403
GAG Income as a % of Total Revenue Income	85%	84%	82%

Expenditure KPIs	2017-18	2016-17	2015-16
Staff Costs as % of Total Revenue Income	79%	76%	71%
Teaching Staff Costs as % of Total Revenue Income	62%	63%	45%
Teaching Staff Costs as % of Total Staff Costs	78%	84%	64%
Total Expenditure as a % of Total Revenue Income (excluding capital costs)	108%	123%	96%

Balance Sheet KPIs	2017-18	Target KPI
Cash Balances as a % of Total Income	20%	>10%
Current Assets to Current Liabilities	3.2 times	1.2 – 3.5 times

Going Concern

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

Financial Review

Source of Funding

The principal source of funding for the Academy is the General Annual Grant (GAG) funding that it receives from the EFA. For the period ended 31st August 2018 the Academy received £1,606,358 in GAG funding. A high percentage of this funding is spent on wages, salaries and support costs to deliver the Academy's primary objective of the provision of education.

During the year the Academy incurred expenditure (excluding depreciation) of £2,194,624 and transferred £24,060 to support capital new build and improvement projects on the School site. Excluding restricted fixed assets and the restricted LGPS pension fund liability, the Academy brought forward from 2016/17, £Nil restricted fixed asset funds and £368,180 unrestricted funds. The carry forward for 2017/18 is £297,511 unrestricted funds.

Due to the accounting rules for the Local Government Pension Scheme under FRS102, the Academy is recognising a significant pension fund deficit of £934,000. This does not mean that an immediate liability for this amount crystallises. Such a deficit generally results in a cash flow effect in the form of increased employer contributions over a number of years. The Trust is currently making payments as agreed with scheme administrators towards the deficit and it is envisaged that should this amount be increased it will be met from the Academy's budgeted annual income. The recognition of this deficit has no direct impact on the free reserves of the Academy.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2018

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 Academy's current level of free reserves (total funds less the amount held in fixed assets and restricted funds) is £297,511.

The Academy's Reserves Policy states that non-earmarked reserves equating to 3% of total funds should be held, to provide sufficient working capital to cover delays in the spending and receipt of grants and to provide a cushion for unexpected emergencies. This works out at £8,925.

Deducting the above long-term reserves and non-earmarked reserves leaves £288,586 of free reserves. Governors have earmarked this as follows:

- £288,586 held as contingency in the light of the current declining funding conditions

Investment Policy

The Governor's regularly monitor cash flow and current account balances to ensure immediate financial commitments can be met (payroll and payments runs) and that the current account has adequate balances to meet forthcoming commitments.

The Academy's investment policy states that funds surplus to the above needs can be placed in an interest-bearing account. This year the Governors have placed £150,000 of the Academy's reserves in two 3-month notice accounts.

Principal Risks and Uncertainties

The Governors assess the principal risks and uncertainties facing the Academy as follows:

- Staff retention: In order to deliver the best quality learning experience for our children it is critical we retain the best staff and continue to keep them motivated and enthusiastic. However, it is not felt that there are any immediate threats in this regard.
- Material decrease in income affecting provision: This is highly likely. The budget for 2017/18 is sound and the medium-term financial plan shows adequate contingency against unwelcome future developments, but the longer term position is of concern.
- Falling rolls: If the number on roll was to fall unexpectedly it could have an adverse impact on the Academy's ability to balance the budget. However, the Academy has traditionally enjoyed a full roll and expects to continue to do so.
- Building repairs: The main buildings have exceeded their originally anticipated useful life and thus may require expected repair and renovation that has not been budgeted for. To date we have been successful with capital bids when such work has been necessary
- Bank balances & investments: There is no significant risk other than an institution ceasing to trade.
- Debtors: There are no material debtors.
- The Academy's credit rating: This is not in jeopardy, though it has no need for credit facilities.
- The Academy's cash flow: This is healthy and long-term financial planning predicts it will remain so.

Plans for Future Periods

The Academy will continue striving to improve the levels of performance of its students at all levels. The last Ofsted inspection in March 2015 rated the School as 'Good' and the School's self-evaluation (moderated by external feedback) rates the school as 'Outstanding'.

The Governors intend to enhance and expand facilities in pursuance of the Academy's commitment to ensure that all students achieve their potential. It is recognised that students with differing abilities and aptitudes will have differing needs to allow them full access to the curriculum and that adjustments to learning environments may be required to meet these needs.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2018

Fundraising

The Academy only held small fundraising events during the year including events with Buttsbury Junior School Friends Association. The Academy does not work with professional fundraisers or companies who carry out fundraising on its behalf. During the year no complaints or issues have arisen as a result of the fundraising events.

Auditors

Provision of Information to auditors

Each of the persons who were Governors at the time when this Trustees' Report was approved has confirmed that:

- So far as that Governor is aware, there is no relevant audit information of which the Charitable Company's Auditors are unaware, and
- That Governor has taken all the steps that ought to have been taken as a Governor in order to be aware of any information needed by the Charitable Company's Auditors in connection with preparing their Report and to establish that the Charitable Company's Auditors are aware of that information.

Reappointment of Auditors

The Auditors, Price Bailey LLP, indicated their willingness to continue in office. The Members will propose a motion reappointing the Auditors at a meeting of the Members.

This Report, incorporating a Strategic Report, was approved by the Governing Body on 13 December 2018 and signed on its behalf by:

Mr M McGowan
Chair of Governors

BUTTSBURY JUNIOR SCHOOL
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GOVERNANCE STATEMENT

SCOPE OF RESPONSIBILITY

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

The Governing Body has delegated the day-to-day responsibility to the Headteacher, as Accounting Officer, for ensuring financial controls conform with the requirements of both propriety and good financial management and in accordance with the requirements and responsibilities assigned to it in the funding agreement between Buttsbury Junior School and the Secretary of State for Education. They are 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 Trustees' Report and in the Statement of Trustees' Responsibilities. The Governing Body has formally met 4 times during the year. Attendance during the year at meetings of the Governing Body was as follows:

Trustee/Governor	Meetings attended	Out of a possible
Mr M McGowan	3	4
Mr A Parker	0	1
Mr L Sheppard	4	4
Mrs A Robinson	4	4
Mr B Beadon	4	4
Mr A Breathwick	2	4
Mrs C Ramsden	2	4
Mrs J Hamilton-Morris	3	4
Mrs A McGibbon	3	4
Ms S Lavelle	0	2
Mr S Harbrow	3	4
Mrs S Wright	2	4
Dr S Lague	3	3
Mr A Mears	3	3

Mr A Parker and Ms S Lavelle resigned as Governors in the year and Mr S Harbrow, Mrs S Wright, Dr S Lague and Mr A Mears were all appointed.

The Governing Body carried out a self-evaluation this year, following on from the external review we commissioned the previous year. Our evaluation was based on review and analysis of our established Governor Self-Evaluation Form As recommended by last year's external review, we have reviewed the School's vision and the strategy to achieve it and we continue to focus on governance succession planning and seeking out perceived governance good practice.

We plan another self-evaluation next year, followed by an external evaluation the following year.

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GOVERNANCE STATEMENT (continued)

The Finance & Facilities Committee is a sub-committee of the main Board of Governors. Its purpose is to address financial and facilities matters. In addition to fulfilling its routine responsibility to regularly monitor funds, it addressed the following issues:

- allocating funds for, and monitoring renovation of the Year 6 toilet blocks;
- overseeing repair and renovation of school driveway;
- allocating funds for air conditioning units to improve classroom environment; and
- reviewing of lettings rates to keep them in line with current market rates

Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
Mr B Beadon	1	3
Mr A Breathwick	2	3
Dr S Lague	2	2
Mr M McGowan	3	3
Mr A Mears	2	2
Mrs A Robinson	3	3
Mr L Sheppard	2	3
Mrs S Wright	2	3

The Audit Committee is also a sub-committee of the Board of Governors. Its purpose is to address audit and related finance matters. During the year it addressed the following:

- Resolved issues identified in the termly Internal Control reports received from the Essex County Council Internal Audit service. No significant concerns were raised.
- received the audit of the 2016/17 accounts. There were no major issues to address arising from the audit.
- conducted re-tendering for the Academy's accounts and external audit services, to ensure we were still achieving value for money. Arising from this, the Academy's existing Auditors were re-appointed.

Attendance at meetings in the year was as follows:

Trustee	Meetings attended	Out of a possible
Mr B Beadon	2	3
Mr A Breathwick	3	3
Mrs A Robinson	3	3
Mr M McGowan	3	3
Mr L Sheppard	3	3
Dr S Lague	2	2
Mr A Mears	2	2
Mrs S Wright	2	3

REVIEW OF VALUE FOR MONEY

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

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

- Improving outcomes by ensuring effectiveness of interventions;

A further review of the arrangements for targeted support has been undertaken. The School has evaluated the additional provision allocated to children; this could be for children with SEND, children classified as Academically More Able or any child who is not on track to meet their end of year target. As a result of the review, additional funding has been directed for the delivery of intervention programmes which have been shown to be particularly effective whilst those which have less impact have been removed.

- Improving outcomes by targeting spend where it will have a clear impact;

The School has refined its delivery of the National Curriculum in literacy and maths, focussing resources to address findings from the SATs in May 2017.

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GOVERNANCE STATEMENT (continued)

- Responding pro-actively to the challenges presented by reductions in income and increased fixed costs of pensions;

Like all academies, Buttsbury Junior School's budget has been reduced this year and the School also faces the problem of increased employment costs. The Governors have been robust in their challenge of spending and budget allocation to ensure that the School was able to set a balanced budget for 2017-2018. Looking forward, careful financial planning, via a three-year plan, helps the School to ensure that it will continue to provide good value for money over a sustained period.

The School is always looking for ways to generate or access additional income. This year, the school has:

- Reviewed lettings rates to keep them in line with current market rates;
- increased the use of the school during closure periods, for lettings

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 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 Buttsbury Junior School for the year 1 September 2017 to 31 August 2018 and up to the date of approval of the Annual Report and financial statements.

CAPACITY TO HANDLE RISK

The Governing Body has reviewed the key risks to which the Academy is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The Governing Body is of the view that there is a formal ongoing process for identifying, evaluating and managing the Academy's significant risks, that has been in place for the year 1 September 2017 to 31 August 2018 and up to the date of approval of the Annual Report and financial statements. This process is regularly reviewed by the Governing Body.

THE RISK AND CONTROL FRAMEWORK

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

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

The Governing Body has considered the need for a specific internal audit function and has decided to appoint Essex County Council as Internal Auditor.

The Internal Auditor's role includes giving advice on financial matters and performing a range of checks on the Academy's financial systems. In particular the checks carried out in the current period were agreed with Essex County Council, focusing on the operation of the systems of control and on the discharge of governors' financial responsibilities.

On a termly basis, the Internal Auditor reports to the Governing Body through the Audit Committee on the operation of the systems of control and on the discharge of the Governing Body' financial responsibilities.

The agreed schedule of works were delivered as planned.

There were no material controls issues identified.

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GOVERNANCE STATEMENT (continued)

REVIEW OF EFFECTIVENESS

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

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

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

Approved by the Governing Board on 13 December 2018 and signed on their behalf, by:

Mr M McGowan
Chair of Trustees

Mrs A Robinson
Accounting Officer

BUTTSBURY JUNIOR SCHOOL
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STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As Accounting Officer of Buttsbury Junior School I have considered my responsibility to notify the Governing Body and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the Academy, under the funding agreement in place between the Academy and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2017.

I confirm that I and the Governing Body are able to identify any material irregular or improper use of funds by the Academy, or material non-compliance with the terms and conditions of funding under the Academy's funding agreement and the Academies Financial Handbook 2017.

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 Governing Body and ESFA.

Mrs A Robinson
Accounting Officer

Date: 13 December 2018

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STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 AUGUST 2018

The Trustees (who act as Governors of Buttsbury Junior School and are also the Directors of the Charitable Company for the purposes of company law) are responsible for preparing the financial statements in accordance with the Annual Accounts Direction issued by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations .

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable Company will continue in business .

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

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

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

Approved by the Governing Body on 13 December 2018 and signed on its behalf by:

Mr M McGowan
Chair of Governors

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
BUTTSBURY JUNIOR SCHOOL**

OPINION

We have audited the financial statements of Buttsbury Junior School (the 'Academy') for the year ended 31 August 2018 which comprise the Statement of Financial Activities incorporating Income and Expenditure Account, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Academies Accounts Direction 2017 to 2018 issued by the Education and Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the Academy's affairs as at 31 August 2018 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2015 and the Academies Accounts Direction 2017 to 2018 issued by the Education & Skills Funding Agency.

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

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

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

OTHER INFORMATION

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

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

We have nothing to report in this regard.

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
BUTTSBURY JUNIOR SCHOOL**

OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

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

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

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

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

RESPONSIBILITIES OF TRUSTEES

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

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

AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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

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

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
BUTTSBURY JUNIOR SCHOOL**

USE OF OUR REPORT

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

Gary Miller (Senior Statutory Auditor)
for and on behalf of
Price Bailey LLP
Chartered Accountants
Statutory Auditors
Causeway House
1 Dane Street
Bishop's Stortford
Hertfordshire
CM23 3BT
17 December 2018

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO BUTTSBURY JUNIOR SCHOOL AND THE EDUCATION AND SKILLS FUNDING AGENCY

In accordance with the terms of our engagement letter dated 5 September 2018 and further to the requirements of the Education & Skills Funding Agency (ESFA) as included in the Academies Accounts Direction 2017 to 2018, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Buttsbury Junior School during the year 1 September 2017 to 31 August 2018 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 Buttsbury Junior School and the ESFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to Buttsbury Junior 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 Buttsbury Junior School and the ESFA, for our work, for this Report, or for the conclusion we have formed.

RESPECTIVE RESPONSIBILITIES OF BUTTSBURY JUNIOR SCHOOL'S ACCOUNTING OFFICER AND THE REPORTING ACCOUNTANT

The Accounting Officer is responsible, under the requirements of Buttsbury Junior School's funding agreement with the Secretary of State for Education dated 1 May 2011, and the Academies Financial Handbook extant from 1 September 2017, 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 2017 to 2018. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year 1 September 2017 to 31 August 2018 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 2017 to 2018 issued by the ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw to our conclusion includes:

- Consideration and corroboration of the evidence supporting the Accounting Officers statement on regularity, propriety and compliance.
- Evaluation of the general control environment of the Academy, extending the procedures required for financial statements to include regularity.
- Discussions with and representations from the Accounting Officer and other key management personnel.
- An extension of substantive testing from our audit of the financial statements to cover matters pertaining to regularity, propriety and compliance in particular checking that selected items were appropriately authorised, and appropriate.

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

INDEPENDENT REPORTING ACCOUNTANTS' ASSURANCE REPORT ON REGULARITY TO BUTTSBURY JUNIOR SCHOOL AND THE EDUCATION AND SKILLS FUNDING AGENCY (continued)

CONCLUSION

In the course of our work, nothing has come to our attention which suggests that in all material respects the expenditure disbursed and income received during the year 1 September 2017 to 31 August 2018 have not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Reporting Accountant

Price Bailey LLP

Chartered Accountants

Date: 17 December 2018

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2018**

	Note	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £	Total funds 2017 £
INCOME FROM:						
Donations and capital grants	2	-	123,223	9,569	132,792	102,740
Charitable activities	3	127,774	1,721,106	-	1,848,880	1,880,394
Other trading activities	4	45,010	-	-	45,010	50,373
Investments	5	2,333	-	-	2,333	2,757
TOTAL INCOME		<u>175,117</u>	<u>1,844,329</u>	<u>9,569</u>	<u>2,029,015</u>	<u>2,036,264</u>
EXPENDITURE ON:						
Charitable activities		<u>245,786</u>	<u>1,939,269</u>	<u>143,614</u>	<u>2,328,669</u>	<u>2,614,077</u>
TOTAL EXPENDITURE	6	<u>245,786</u>	<u>1,939,269</u>	<u>143,614</u>	<u>2,328,669</u>	<u>2,614,077</u>
NET EXPENDITURE BEFORE TRANSFERS						
Transfers between funds	17	(70,669)	(94,940)	(134,045)	(299,654)	(577,813)
		<u>-</u>	<u>(24,060)</u>	<u>24,060</u>	<u>-</u>	<u>-</u>
NET EXPENDITURE BEFORE OTHER RECOGNISED GAINS AND LOSSES						
		<u>(70,669)</u>	<u>(119,000)</u>	<u>(109,985)</u>	<u>(299,654)</u>	<u>(577,813)</u>
Actuarial gains on defined benefit pension schemes	22	-	223,000	-	223,000	303,000
NET MOVEMENT IN FUNDS		<u>(70,669)</u>	<u>104,000</u>	<u>(109,985)</u>	<u>(76,654)</u>	<u>(274,813)</u>
RECONCILIATION OF FUNDS:						
Total funds brought forward		<u>368,180</u>	<u>(1,038,000)</u>	<u>3,433,466</u>	<u>2,763,646</u>	<u>3,038,459</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>297,511</u></u>	<u><u>(934,000)</u></u>	<u><u>3,323,481</u></u>	<u><u>2,686,992</u></u>	<u><u>2,763,646</u></u>

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)
REGISTERED NUMBER: 07601846

BALANCE SHEET
AS AT 31 AUGUST 2018

	Note	£	2018 £	£	2017 £
FIXED ASSETS					
Tangible assets	12		3,323,481		3,433,466
CURRENT ASSETS					
Stocks	13	695		637	
Debtors	14	43,211		52,199	
Cash at bank and in hand	20	397,972		496,101	
			<u>441,878</u>	<u>548,937</u>	
CREDITORS: amounts falling due within one year	15	(139,161)		(174,510)	
NET CURRENT ASSETS			<u>302,717</u>		<u>374,427</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>3,626,198</u>		<u>3,807,893</u>
CREDITORS: amounts falling due after more than one year	16		(5,206)		(6,247)
NET ASSETS EXCLUDING PENSION SCHEME LIABILITIES			<u>3,620,992</u>		<u>3,801,646</u>
Defined benefit pension scheme liability	22		(934,000)		(1,038,000)
NET ASSETS INCLUDING PENSION SCHEME LIABILITIES			<u>2,686,992</u>		<u>2,763,646</u>
FUNDS OF THE ACADEMY					
Restricted income funds:					
Restricted income funds excluding pension liability			3,323,481	3,433,466	
Pension reserve			(934,000)	(1,038,000)	
Total restricted income funds			<u>2,389,481</u>	<u>2,395,466</u>	
Unrestricted income funds	17		297,511		368,180
TOTAL FUNDS			<u>2,686,992</u>		<u>2,763,646</u>

The financial statements on pages 21 to 41 were approved by the Trustees, and authorised for issue, on 13 December 2018

Mr M McGowan
Chair

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 AUGUST 2018

	Note	2018 £	2017 £
Cash flows from operating activities			
Net cash used in operating activities	19	(76,402)	(233,304)
Returns on investments and servicing of finance			
Interest recieved		2,333	2,757
Purchase of tangible fixed assets		(24,060)	-
Net cash (used in)/provided by investing activities		(21,727)	2,757
Change in cash and cash equivalents in the year			
Cash and cash equivalents brought forward		496,101	726,648
Cash and cash equivalents carried forward		397,972	496,101

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018

1. ACCOUNTING POLICIES

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

1.1 Basis of preparation of financial statements

The financial statements of the Academy, which is a public benefit entity under FRS 102, have been prepared under the 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 2017 to 2018 issued by ESFA, the Charities Act 2011 and the Companies Act 2006.

Buttsbury Junior School constitutes a public benefit entity as defined by FRS 102.

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

1.2 Company status

The Academy is a company limited by guarantee. Those Members who are Governors are noted on page 3. In the event of the Academy being wound up, the liability in respect of the guarantee is limited to £10 per Member.

1.3 Fund accounting

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

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

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

1.4 Income

All income is recognised once the Academy has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities incorporating Income and Expenditure Account on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

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

Capital grants are recognised 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.

Donations are recognised on a receivable basis where receipt is probable and the amount can be reliably measured.

Other income, including the hire of facilities, is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018

1. ACCOUNTING POLICIES (continued)

1.5 Expenditure

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

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

All expenditure is inclusive of irrecoverable VAT.

1.6 Going concern

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

1.7 Tangible fixed assets and depreciation

All assets costing more than £2,500 are capitalised and are carried at cost, net of depreciation and any provision for impairment.

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

Depreciation is provided on all tangible fixed assets other than freehold land, at rates calculated to write off the cost of these assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	-	19.65 - 50 years straight line
Furniture and fixtures	-	5 - 20 years straight line

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

Freehold land is not depreciated.

1.8 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities incorporating Income and Expenditure Account on a straight line basis over the lease term.

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018

1. ACCOUNTING POLICIES (continued)

1.9 Taxation

The Academy is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a Charitable Company for UK corporation tax purposes. Accordingly, the Academy is potentially exempt from taxation in respect of income or capital gains received within categories covered by 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.

1.10 Debtors

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

1.11 Cash at Bank and in hand

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

1.12 Liabilities and provisions

Liabilities and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Academy anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.13 Financial instruments

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

Financial assets - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 14. Prepayments are not financial instruments. Cash at bank is classified as a basic financial instrument and is measured at face value.

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

1.14 Pensions

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

The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the Academy in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quadrennial valuations using a prospective unit credit method. As stated in note 22, 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 recognised in the period to which they relate.

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018

1. ACCOUNTING POLICIES (continued)

1.14 Pensions (continued)

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

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

1.15 Agency arrangements

The Academy holds third party funds on behalf of the Bilericay Community Trust (BCT). Payments received from the BCT and subsequent disbursements are excluded from the Statement of Financial Activities as the Academy does not have control over the charitable application of the funds.

1.16 Critical accounting estimates and areas of judgment

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

Critical accounting estimates and assumptions:

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost (income) for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 22, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2018. 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.

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018

2. INCOME FROM DONATIONS AND CAPITAL GRANTS

	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £	Total funds 2017 £
Donations	123,223	-	123,223	82,701
Capital grants	-	9,569	9,569	20,039
	<u>123,223</u>	<u>9,569</u>	<u>132,792</u>	<u>102,740</u>
Total 2017	<u>82,701</u>	<u>20,039</u>	<u>102,740</u>	

3. FUNDING FOR ACADEMY'S EDUCATIONAL OPERATIONS

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
DfE/ESFA grants				
General Annual Grant (GAG)	-	1,606,358	1,606,358	1,647,635
Other DfE / ESFA grants	-	81,922	81,922	71,503
	<u>-</u>	<u>1,688,280</u>	<u>1,688,280</u>	<u>1,719,138</u>
Other government grants				
Local Authority grants	-	32,826	32,826	43,963
	<u>-</u>	<u>32,826</u>	<u>32,826</u>	<u>43,963</u>
Other funding				
Catering income	127,774	-	127,774	117,293
	<u>127,774</u>	<u>-</u>	<u>127,774</u>	<u>117,293</u>
	<u>127,774</u>	<u>1,721,106</u>	<u>1,848,880</u>	<u>1,880,394</u>
Total 2017	<u>117,293</u>	<u>1,763,101</u>	<u>1,880,394</u>	

BUTTSBURY JUNIOR SCHOOL
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018

4. OTHER TRADING ACTIVITIES

	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Rental income	29,844	29,844	29,119
Other income	15,166	15,166	21,254
	<u>45,010</u>	<u>45,010</u>	<u>50,373</u>
Total 2017	<u>50,373</u>	<u>50,373</u>	

5. INVESTMENT INCOME

	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Bank interest	2,333	2,333	2,757
Total 2017	<u>2,757</u>	<u>2,757</u>	

6. EXPENDITURE

	Staff costs 2018 £	Premises 2018 £	Other costs 2018 £	Total 2018 £	Total 2017 £
Direct costs	1,299,817	-	214,246	1,514,063	1,532,848
Support costs	307,756	276,272	230,578	814,606	1,081,229
	<u>1,607,573</u>	<u>276,272</u>	<u>444,824</u>	<u>2,328,669</u>	<u>2,614,077</u>
Total 2017	<u>1,628,822</u>	<u>574,300</u>	<u>410,955</u>	<u>2,614,077</u>	

In 2018, of the total expenditure, £245,786 (2017 - £136,047) was unrestricted funds, £2,939,269 (2017 - £1,950,802) was from restricted funds and £143,614 (2017 - £527,228) was from restricted fixed asset funds.

7. CHARITABLE ACTIVITIES

	2018 £	2017 £
Direct costs	1,514,063	1,532,848
Support costs	814,606	1,081,229
Total	<u>2,328,669</u>	<u>2,614,077</u>

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Analysis of support costs	2018 £	2017 £
Support staff costs	307,756	299,153
Depreciation	134,045	141,200
Technology costs	1,225	-
Premises costs (excluding depreciation)	142,227	433,100
Other support costs	218,838	202,009
Governance costs	10,515	5,767
	<u>814,606</u>	<u>1,081,229</u>
Total	<u><u>814,606</u></u>	<u><u>1,081,229</u></u>

8. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets:		
- owned by the Academy	134,045	141,200
Auditors' remuneration - audit	4,450	4,450
Auditors' remuneration - non- audit	4,500	4,000
	<u><u>142,995</u></u>	<u><u>149,650</u></u>

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FOR THE YEAR ENDED 31 AUGUST 2018

9. STAFF COSTS

a. Staff costs

Staff costs were as follows:

	2018 £	2017 £
Wages and salaries	1,206,060	1,246,722
Social security costs	93,513	90,949
Other pension costs	305,454	285,449
	1,605,027	1,623,120
Supply teacher costs	-	3,806
Agency supply staff	2,546	1,896
	1,607,573	1,628,822

b. Staff numbers

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

	2018 No.	2017 No.
Teachers	20	19
Administration & support	56	58
Management	3	3
	79	80
	79	80

c. Higher paid staff

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

	2018 No.	2017 No.
In the band £ 70,001 - £ 80,000	1	1

d. Key management personnel

The key management personnel of the Academy comprise the Trustees and the Senior Management Team as listed on page 1. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services to the Trust was £376,559 (2017: £426,452).

Included in the above are employer national insurance contributions of £33,765 (2017: £35,783).

Included in the above are employer pension contributions of £48,499 (2017: £57,982).

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10. TRUSTEES' REMUNERATION AND EXPENSES

One or more Trustees has been paid remuneration or has received other benefits from an employment with the Academy. The Headteacher and other staff Trustees 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 role as Trustees. The value of Trustees' remuneration and other benefits was as follows:

Ms S Lavelle

Remuneration £Nil (2017: £50,000 - £55,000)

Employer's pension contributions paid £Nil (2017: £5,000 - £10,000)

Mrs A Robinson

Remuneration £75,000-£80,000 (2017: £70,000-£75,000)

Employer's pension contributions paid £10,000-£15,000 (2017: £10,000-£15,000)

During the period ended 31 August 2018, travel and subsistence expenses totalling £Nil (2017: £13) were reimbursed or paid directly to 0 trustees (2017: 1 trustee).

Other related party transactions involving the Trustees are set out in note 24.

11. TRUSTEES' AND OFFICERS' INSURANCE

In accordance with normal commercial practice the Academy has purchased insurance to protect Trustees and Officers from claims arising from negligent acts, errors or omissions occurring whilst on Academy business. The insurance provides cover up to £2,000,000 on any one claim and the cost for the year ended 31 August 2018 was included in the total insurance cost.

12. TANGIBLE FIXED ASSETS

	Freehold property £	Furniture and fixtures £	Plant and equipment £	Total £
Cost				
At 1 September 2017	3,962,227	82,567	151,421	4,196,215
Additions	-	17,777	6,283	24,060
At 31 August 2018	<u>3,962,227</u>	<u>100,344</u>	<u>157,704</u>	<u>4,220,275</u>
Depreciation				
At 1 September 2017	619,660	49,701	93,388	762,749
Charge for the year	103,083	5,625	25,337	134,045
At 31 August 2018	<u>722,743</u>	<u>55,326</u>	<u>118,725</u>	<u>896,794</u>
Net book value				
At 31 August 2018	<u><u>3,239,484</u></u>	<u><u>45,018</u></u>	<u><u>38,979</u></u>	<u><u>3,323,481</u></u>
At 31 August 2017	<u><u>3,342,567</u></u>	<u><u>32,866</u></u>	<u><u>58,033</u></u>	<u><u>3,433,466</u></u>

Included in Freehold property is land valued at £1,684,678 which has not been depreciated.

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FOR THE YEAR ENDED 31 AUGUST 2018

13. STOCKS

	2018	2017
	£	£
Catering goods for resale	695	637
	<u>695</u>	<u>637</u>

14. DEBTORS

	2018	2017
	£	£
Trade debtors	1,636	5,364
VAT control account	5,510	2,950
Prepayments and accrued income	36,065	43,885
	<u>43,211</u>	<u>52,199</u>

15. CREDITORS: Amounts falling due within one year

	2018	2017
	£	£
Other taxation and social security	23,015	23,661
Billericay Community Trust balance	31,885	65,913
Other creditors	1,040	1,040
Accruals and deferred income	83,221	83,896
	<u>139,161</u>	<u>174,510</u>

	2018	2017
	£	£
Deferred income		
Deferred income at 1 September 2017	29,981	17,351
Resources deferred during the year	33,912	29,981
Amounts released from previous years	(29,981)	(17,351)
	<u>33,912</u>	<u>29,981</u>

The income deferred in the year principally related to lettings, educational visits and catering.

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

	2018	2017
	£	£
Salix loan	5,206	6,247
	<u>5,206</u>	<u>6,247</u>

Creditors include amounts not wholly repayable within 5 years as follows:

	2018	2017
	£	£
Salix loan	1,046	2,087
	<u>1,046</u>	<u>2,087</u>

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17. STATEMENT OF FUNDS

	Brought forward £	Income £	Resources expended £	Transfers in/out £	Transfers/ Gains/ (losses) £	Balance at 31 August 2018 £
Unrestricted funds						
Unrestricted funds	368,180	175,117	(245,786)	-	-	297,511
Restricted funds						
	Brought forward £	Income £	Resources expended £	Transfers in/out £	Transfers/ Gains/ (losses) £	Balance at 31 August 2018 £
General Annual Grant (GAG)	-	1,606,358	(1,582,298)	(24,060)	-	-
Other Government grants	-	32,826	(32,826)	-	-	-
Restricted trip donations	-	93,237	(93,237)	-	-	-
Restricted other	-	29,986	(29,986)	-	-	-
Other DfE and ESFA funding	-	81,922	(81,922)	-	-	-
Pension reserve	(1,038,000)	-	(119,000)	-	223,000	(934,000)
	(1,038,000)	1,844,329	(1,939,269)	(24,060)	223,000	(934,000)
Restricted fixed asset funds						
	Brought forward £	Income £	Resources expended £	Transfers in/out £	Transfers/ Gains/ (losses) £	Balance at 31 August 2018 £
Restricted fixed asset fund	3,433,466	-	(134,045)	24,060	-	3,323,481
Devolved Formula Capital (DFC)	-	9,569	(9,569)	-	-	-
	3,433,466	9,569	(143,614)	24,060	-	3,323,481
Total restricted funds	2,395,466	1,853,898	(2,082,883)	-	223,000	2,389,481
Total of funds	2,763,646	2,029,015	(2,328,669)	-	223,000	2,686,992

BUTTSBURY JUNIOR SCHOOL
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17. STATEMENT OF FUNDS (continued)

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

Unrestricted Funds

This represents income received that does not have restrictions.

Other Government grants

This represents funding received from other government bodies, local and national, which are restricted in nature.

Restricted trip donations

This represents contributions made by parents towards the running costs of trips for the pupils of the Academy and the associated costs.

Other DfE and ESFA funding

This represents funding received from the DfE/ESFA which is restricted in nature.

Pension reserve

This reserve represents the Academy's share of the deficit on the Local Government Pension Scheme (LGPS).

Restricted fixed asset fund

Restricted fixed asset fund represents the value of fixed assets held in line with the charitable objectives of the Academy. The transfer between funds represents additions purchased through GAG funding.

Devolved Formula Capital (DFC)

This represents funding received from the ESFA specifically for the maintenance and improvement of the Academy's buildings and facilities.

ESFA capital grant

This represents funding from the ESFA for a specific capital project.

Restricted other

This represents small donations received in the year for specific purposes.

General Annual Grant (GAG)

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

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 2018.

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NOTES TO THE FINANCIAL STATEMENTS
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17. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 September 2016 £	Income £	Resources expended £	Transfers in/out £	Transfers/ Gains/ (losses) £	Balance at 31 August 2017 £
General funds						
Unrestricted funds	333,804	170,423	(136,047)	-	-	368,180
Restricted funds						
	Balance at 1 September 2016 £	Income £	Resources expended £	Transfers in/out £	Transfers/ Gains/ (losses) £	Balance at 31 August 2017 £
General Annual Grant (GAG)	-	1,647,635	(1,647,635)	-	-	-
Other Government grants	-	43,963	(43,963)	-	-	-
Restricted trip donations	-	63,368	(63,368)	-	-	-
Restricted other	-	19,333	(19,333)	-	-	-
Other DfE and ESFA funding	-	71,503	(71,503)	-	-	-
Pension reserve	(1,236,000)	-	(105,000)	-	303,000	(1,038,000)
	<u>(1,236,000)</u>	<u>1,845,802</u>	<u>(1,950,802)</u>	<u>-</u>	<u>303,000</u>	<u>(1,038,000)</u>
Restricted fixed asset funds						
	Balance at 1 September 2016 £	Income £	Resources expended £	Transfers in/out £	Transfers/ Gains/ (losses) £	Balance at 31 August 2017 £
Restricted fixed asset fund	3,574,666	-	(141,200)	-	-	3,433,466
Devolved Formula Capital (DFC)	-	9,569	(9,569)	-	-	-
ESFA capital grant	365,989	10,470	(376,459)	-	-	-
	<u>3,940,655</u>	<u>20,039</u>	<u>(527,228)</u>	<u>-</u>	<u>-</u>	<u>3,433,466</u>
Total restricted funds	<u>2,704,655</u>	<u>1,865,841</u>	<u>(2,478,030)</u>	<u>-</u>	<u>303,000</u>	<u>2,395,466</u>
Total of funds	<u>3,038,459</u>	<u>2,036,264</u>	<u>(2,614,077)</u>	<u>-</u>	<u>303,000</u>	<u>2,763,646</u>

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18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds 2018 £	Restricted funds 2018 £	Restricted fixed asset funds 2018 £	Total funds 2018 £
Tangible fixed assets	-	-	3,323,481	3,323,481
Current assets	297,511	138,121	6,246	441,878
Creditors due within one year	-	(138,121)	(1,040)	(139,161)
Creditors due in more than one year	-	-	(5,206)	(5,206)
Provisions for liabilities and charges	-	(934,000)	-	(934,000)
	<u>297,511</u>	<u>(934,000)</u>	<u>3,323,481</u>	<u>2,686,992</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2017 £	Restricted funds 2017 £	Restricted fixed asset funds 2017 £	Total funds 2017 £
Tangible fixed assets	-	-	3,433,466	3,433,466
Current assets	387,033	154,617	7,287	548,937
Creditors due within one year	(18,853)	(154,617)	(1,040)	(174,510)
Creditors due in more than one year	-	-	(6,247)	(6,247)
Provisions for liabilities and charges	-	(1,038,000)	-	(1,038,000)
	<u>368,180</u>	<u>(1,038,000)</u>	<u>3,433,466</u>	<u>2,763,646</u>

19. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2018 £	2017 £
Net expenditure for the year (as per Statement of Financial Activities)	(299,654)	(577,813)
Adjustment for:		
Depreciation charges	134,045	141,200
Interest income	(2,333)	(2,757)
(Increase)/decrease in stocks	(58)	161
Decrease in debtors	8,988	81,621
(Decrease)/increase in creditors	(36,390)	19,284
Pension adjustments	119,000	105,000
Net cash used in operating activities	<u>(76,402)</u>	<u>(233,304)</u>

20. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2018 £	2017 £
Cash in hand	397,972	496,101
Total	<u>397,972</u>	<u>496,101</u>

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21. MEMBERS' LIABILITY

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

22. PENSION COMMITMENTS

The Academy's employees belong to two principal pension schemes: the Teacher's Pension Scheme for England and Wales (TPS) for academic and related staff; and the Local Government Pension Scheme (LGPS) for non-teaching staff, which is managed by Essex County Council. Both are Multi-Employer Defined Benefit Pension Schemes.

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

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

Teachers' Pension Scheme

Introduction

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' 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

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. 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;
- 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; and
- 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%.

The TPS valuation for 2012 determined an employer rate of 16.4%, which was payable from September 2015. The next valuation of the TPS is currently underway based on April 2016 data, 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 TPS in the period amounted to £ 123,146 (2017 - £124,680).

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22. PENSION COMMITMENTS (continued)

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website (www.teacherspensions.co.uk/news/employers/2014/06/publication-of-the-valuation-report.aspx).

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

Local Government Pension Scheme

The LGPS is a funded defined benefit scheme, with assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2018 was £111,000 (2017 - £104,000), of which employer's contributions totalled £89,000 (2017 - £81,000) and employees' contributions totalled £22,000 (2017 - £23,000). The agreed contribution rates for future years are 22% for employers and 5.5-6.5% for employees.

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

Principal actuarial assumptions:

	2018	2017
Discount rate for scheme liabilities	2.65 %	2.60 %
Rate of increase in salaries	3.80 %	4.20 %
Rate of increase for pensions in payment / inflation	2.30 %	2.70 %
Inflation assumption (CPI)	2.30 %	2.70 %
Commutation of pensions to lump sums	50.00 %	50.00 %
Inflation assumption (RPI)	3.30 %	3.60 %

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

	2018	2017
Retiring today		
Males	22.3	22.2
Females	24.8	24.7
Retiring in 20 years		
Males	24.5	24.3
Females	27.1	27.0

As at the 31 August 2018 the Trust had a pension liability of £934,000 (2017 - £1,038,000). The sensitivity analysis detailed below would increase/ (decrease) the closing defined benefit obligation in the following way;

Sensitivity Movement	At 31 August 2018 £	At 31 August 2017 £
Discount rate +0.1%	(39,000)	(38,000)
Discount rate -0.1%	40,000	39,000
Mortality assumption - 1 year increase	58,000	57,000
Mortality assumption - 1 year decrease	(56,000)	(55,000)
CPI rate +0.1%	35,000	32,000
CPI rate -0.1%	(34,000)	(31,000)

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22. PENSION COMMITMENTS (continued)

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

	Fair value at 31 August 2018 £	Fair value at 31 August 2017 £
Equities	507,000	424,000
Gilts	42,000	41,000
Other bonds	46,000	25,000
Property	71,000	63,000
Cash and other liquid assets	27,000	20,000
Assets	71,000	50,000
Other funds	31,000	28,000
	<u>795,000</u>	<u>651,000</u>

The actual return on scheme assets was £44,000 (2017 - £85,000).

The amounts recognised in the Statement of Financial Activities incorporating Income and Expenditure Account are as follows:

	2018 £	2017 £
Current service cost	(169,000)	(160,000)
Past service cost	(13,000)	-
Interest income	18,000	13,000
Interest cost	(44,000)	(39,000)
	<u>(208,000)</u>	<u>(186,000)</u>

Movements in the present value of the defined benefit obligation were as follows:

	2018 £	2017 £
Opening defined benefit obligation	1,689,000	1,729,000
Current service cost	169,000	160,000
Interest cost	44,000	39,000
Employee contributions	22,000	23,000
Actuarial gains	(197,000)	(316,000)
Benefits paid	(11,000)	54,000
Past service costs	13,000	-
	<u>1,729,000</u>	<u>1,689,000</u>

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22. PENSION COMMITMENTS (continued)

Movements in the fair value of the Academy's share of scheme assets:

	2018	2017
	£	£
Opening fair value of scheme assets	651,000	493,000
Interest income	18,000	13,000
Actuarial losses/(gains)	26,000	(13,000)
Employer contributions	89,000	81,000
Employee contributions	22,000	23,000
Benefits paid	(11,000)	54,000
	795,000	651,000
Closing fair value of scheme assets	795,000	651,000

23. OPERATING LEASE COMMITMENTS

At 31 August 2018 the total of the Academy's future minimum lease payments under non-cancellable operating leases was:

	2018	2017
	£	£
Amounts payable:		
Within 1 year	4,703	6,639
Between 1 and 5 years	909	5,612
	5,612	12,251
Total	5,612	12,251

24. RELATED PARTY TRANSACTIONS

Owing to the nature of the Academy and the composition of the Governing Body being drawn from local public and private sector organisations, transactions may take place with organisations in which a Governor have an interest. All transactions involving such organisations are conducted in accordance with the requirements of the Academies Financial Handbook and with the trust's financial regulations and normal procurement procedures relating to connected and related party transactions.

During the year, donations of £19,550 were received from the Buttsbury Junior School Friends Association, a charity of which Mrs A Robinson is also a Trustee.

25. AGENCY ARRANGEMENTS

The Academy holds funds on behalf of the Bilericay Community Trust, a third party. In the accounting period ending 31 August 2018 the Academy received £64,993 (2017: £47,998) and disbursed £107,268 (2017: £56,245) from the fund. An amount of £31,885 (2017: £65,913) is included in other creditors relating to undistributed funds that is repayable to the Bilericay Community Trust.