

Company Registration No. 08610504 (England and Wales)

**HARDEN PRIMARY SCHOOL  
(A COMPANY LIMITED BY GUARANTEE)**

**GOVERNORS' REPORT AND AUDITED ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2015**

# HARDEN PRIMARY SCHOOL

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# HARDEN PRIMARY SCHOOL

## REFERENCE AND ADMINISTRATIVE DETAILS

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### Governors

Mrs M Bean  
Mrs S Bottomley  
Revd S R Evans  
Mrs C E Powis (Chair of Governors from 29 June 2015)  
Mrs L Sugden  
Mrs J E Wakefield (Chair of Governors to 29 June 2015)  
Mrs H Avison (Resigned 8 June 2015)  
Mrs K Campbell  
Mr A Hurst  
Mrs M Mangham  
Mrs K Hutchinson (Head Teacher) (Appointed 1 September 2014)  
Mrs N Frear (Appointed 29 June 2015)  
Mr S Walker (Appointed 27 March 2015)

### Members

Mrs C E Powis  
Mrs A J McGonigle  
Mr J Hammond  
Revd S R Evans

### Senior management team

- Head Teacher Mrs K Hutchinson  
- Deputy Head Teacher Mrs A Smith  
- Assistant Head Teacher Mr P Weston  
- Assistant Head Teacher Mrs B Hutchinson (resigned 31 August 2015)  
- Assistant Head Teacher Miss L Sugden (appointed 31 August 2015)

### Clerk to the Governors

Mrs B Carney

### Company registration number

08610504 (England and Wales)

### Registered office

Long Lane  
Harden  
Bingley  
BD16 1LJ

### Independent auditor

Simpson Wood Limited  
Bank Chambers  
Market Street  
Huddersfield  
HD1 2EW

### Bankers

Lloyds Bank Plc  
45 Hustlergate  
Bradford  
West Yorkshire  
BD1 1NT

# HARDEN PRIMARY SCHOOL

## REFERENCE AND ADMINISTRATIVE DETAILS

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Yorkshire Bank  
107 Main Street  
Bingley  
West Yorkshire  
BD16 2HX

### **Solicitors**

Schofield Sweeney LLP  
Church Bank House  
Church Bank  
Bradford  
West Yorkshire  
BD1 4DY

# HARDEN PRIMARY SCHOOL

## GOVERNORS' REPORT

### FOR THE YEAR ENDED 31 AUGUST 2015

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The Governors present their annual report together with the accounts and independent auditor's reports of the charitable company for the period 1 September 2014 to 31 August 2015. The annual report serves the purposes of both a trustees' report, and a directors' report under company law.

The academy trust operates an academy for pupils aged 4 to 11 serving a catchment area in Harden.

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

##### Constitution

The academy trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust.

The Governors are the trustees of Harden 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.

##### 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

In accordance with normal commercial practice the school has purchased insurance to protect Governors and officers from claims arising from negligent acts, errors or omissions occurring whilst on school business. The insurance provides cover up to £5,000,000 for Executive Liability, £500,000 for Employment Practices Liability and £5,000,000 for Organisation Liability.

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

The articles permit the appointment of five Governors by Members, a minimum of two elected parent Governors, and the Members may appoint staff Governors who, including the Head Teacher do not exceed one third of the total Governors. The governing body may also co-opt Governors and the Head Teacher is deemed to be an ex-officio Governor.

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

The School has a Governor Handbook which encourages all Governors to attend training courses as often as possible. The School has a Service Level Agreement with the Local Authority for Governor Training courses.

##### Organisational structure

The Governing Body is responsible for the setting of general policies relating to the School Development Plan, approving the school's annual budget, monitoring the school's financial position and the making of major decisions about the direction of the school, capital expenditure and the recruitment and appointing senior staff at the school.

The Senior Leadership Team is made up of The Head Teacher, The Deputy Head Teacher, two Assistant Head Teachers and the School Business Manager. These managers control the school at an executive level implementing the policies laid down by the Governors and reporting back to them. The Senior Leadership Team are responsible for the authorisation of spending within agreed budgets and the appointment of staff, though appointment boards for teaching posts always contains at least one Governor.

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

There are no connected organisations or related party relationships.

# HARDEN PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2015*

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### **Objectives and activities**

#### Objects and aims

We provide education for pupils of different abilities between the ages 4 and 11. This year we have developed a new ethos, values and aims statement to reflect what we strive for at Harden Primary.

#### **Ethos**

- Believing in your abilities.....

Every child is important to us and we work hard to ensure that all children have a positive attitude towards learning. Through assemblies and a caring and encouraging climate we ensure that the children can achieve their potential and believe that they can reach for the stars!

- Achieving your goals.....

All the children are a valued member of our school and we encourage them to have goals and aspirations to work towards. Through good quality teaching, support and challenge we ensure that all children, by believing in their abilities, achieve their full potential.

- Succeeding beyond expectations.....

Learning is a journey which we believe should be exciting and engaging with no end in sight. We provide a safe and caring environment essential for children to develop the necessary confidence to take risks and challenge themselves to achieve their goals and succeed beyond expectations.

#### **Aims**

To become an outstanding school by:

- Providing a happy, caring and positive environment which is safe and secure for all those learning and working in our school.
- Creating an efficient, stimulating and challenging atmosphere in which to teach and learn.
- Promoting the highest standards of work and behaviour.
- Valuing all pupils equally to develop their confidence and self-esteem, and to encourage a sense of belonging within school and the wider community.
- Providing a broad, balanced and relevant curriculum that inspires the pupils to think critically and become independent learners.
- Promote and maintain good working relationships between all those involved in our school - staff, pupils, Governors, parents and the community.

#### Public benefit

The Governors have complied with their duty to have due regard to the guidance on public benefit issued by the Charity Commission in exercising their powers and duties.

# HARDEN PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2015

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#### Strategic report

##### Achievements and performance

Our end of Key stage 1 data is showing an increase in levels achieved from the previous year especially at level 3.

Our attainment scores at the end of Key Stage 2 show that the majority of children leave Harden Primary at or above the National Expectations.

#### **Good level of Development – standard for end of reception 2015**

2013 %	2014 %	2015 %	National 2014 %
63	77	83	60

#### **Year 1 Phonics screening test 2015**

%	2014	2015	National 2014
Phonics screening	68	83	77

#### **Year 2 Phonics screening retakes 2015**

%	2014	2015	National 2014
Retakes	0	77	66

#### **Key stage 2 results**

%		2013	2014	2015 TEST	2015 TA	National 2014
Maths	4+	96	93	87	93	86
	5+	70	50	35	42	42
	6	10	4	7	10	9
Reading	4+	100	100	90	91	89
	5+	66	50	58	52	49
	6	0	0	0	3	0
Writing	4+	100	86	90	90	85
	5+	40	21	32	32	33
	6	0	0	3	3	2
SPAG Spelling Punctuation and Grammar test	4+		86	71		76
	5+		46	42		52
	6		0	3		4

# HARDEN PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2015**

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### Key stage 1 assessments 2015

%		2013 %	2014 %	2015 %	National 2014 %
Maths	2+	96	100	97	92
	2b+	83	81	84	80
	3+	17	29	42	24
Reading	2+	93	96	97	90
	2b+	83	84	84	81
	3+	17	26	48	31
Writing	2+	90	90	94	86
	2b+	62	68	71	70
	3+	4	3	22	16

### **Sporting**

Sporting activities were once again very strong during this academic year. All children have benefited from specialist Physical Education teachers during PE lessons and the following year groups took part in targeted developmental sporting activities.

<b>Class</b>	<b>Developmental Sporting Activity</b>
Year 1	S.N.A.G Golf (5 weeks)
Year 2	Chance to Shine Kwik Cricket (12 weeks)
Year 3	Mini – Squash (6 weeks) & Festival
Year 4	S.N.A.G Golf (5 weeks)
Year 5	Sports England UK – Football (6 weeks)
Year 6	Chance to Shine Kwik Cricket (12 weeks) & Festival
	Sports England UK – Football (6 weeks)

In addition to the curriculum, extra-curriculum activities have been very strong. The variety of sporting after school activity clubs were extended and we have enjoyed a number of successes in competitions in the local region.

# HARDEN PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2015**

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### **Sporting Achievements 2014-15:**

#### X-Country (Overall League from 4 events)

Year 5&6 girls - 3rd Place

Year 5&6 boys - 2nd Place

#### Football

Year 5&6 girls - Keighley League winners, (Bradford Schools finalists)

Year 5&6 boys - Keighley League winners, Shipley League winners, Bradford Schools runners up, West Yorkshire Finals - 3rd place, Bradford Park Avenue Schools Cup Runners Up

Year 3&4 boys - Keighley League runners up

#### Netball

Year 5&6 girls & boys - Keighley League winners, Shipley League winners, Bradford Schools winners, West Yorkshire Finals - winners, & Yorkshire finals - 4th place

#### Squash

Year 3 girls & boys - Heaton mini squash festival winners

#### Swimming

Year 3,4,5,6 girls & boys - Shipley Schools Swimming gala finalists

#### Cricket

Year 5&6 boys & girls - Keighley League winners, Bingley Schools league winners, Bradford Schools Finals - 3rd place

Year 3&4 boys & girls - Keighley League winners, Shipley Schools league winners, West Yorkshire Schools Finalists

A successful year for a small primary school!!

### **Music**

Our choir participated in the Young Voices 2015 and sang at the Pensioners Christmas Lunch.

# HARDEN PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2015**

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### Curriculum

The new curriculum long term plans have been revised to ensure that they are skills led and medium term and short term planning expectations were rolled out across the school. A new way of assessing pupils has been developed in light of the new government initiative of 'assessing without levels'. Key performance indicators have been set to ensure expectations are high across all year groups.

Total Pupils on roll in the period ended 31 August 2015. This is split between the year groups as follows:

Year	Total
Year 1	29
Year 2	31
Year 3	30
Year 4	30
Year 5	28
Year 6	31
Reception	29
Totals	208

### How school has been improved through academic year 2014-2015

Improving teaching and learning through:

- Quality training and mentoring for all staff.
- Holding teaching staff to account for children's outcomes.
- Robust system of monitoring and evaluation.
- Introducing good quality marking and feedback that has an impact upon children's progress.
- Improving learning environment so that children can become more independent learners.

Improving quality of leadership and management through:

- New Assistant Head Teacher appointed to the SLT in September 2015.
- Assistant Head Teachers (AHT) having the opportunity to assist the Head Teacher to drive the school forward.
- All leaders understand their roles and responsibilities and are held to account for their actions.
- A more disseminated leadership throughout school that has been able to happen due to training and mentoring of AHT's.

### 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 accounts. Further details regarding the adoption of the going concern basis can be found in the statement of accounting policies.

### Financial review

Nearly all of the Academy's income is obtained from the EFA in the form of recurrent grants, the use of which is strictly restricted to a particular purpose. The grants received from the EFA during the period ended 31 August 2015 and the associated expenditure is shown as restricted funds in the statement of financial activities.

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 2015, the total expenditure (excluding fixed asset funds) of £996,321 was covered by the recurrent grant funding and associated income streams. The excess of income over expenditure for the period (excluding restricted fixed asset funds and pension deficit) was £41,306.

# HARDEN PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2015

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#### Reserves policy

The Governors review reserve levels of the Academy annually. This review encompasses the nature of income and expenditure streams, this is to match income with commitment and the nature of reserves. The Governors take into consideration the future plans of the Academy, the uncertainty over future income streams and other key risks identified during the risk review.

The Academy's current level of reserves (total funds less the amount held in fixed assets and restricted funds) is £26,466, all of which are free reserves.

#### Investment policy and powers

The Academy has an investment policy that is reviewed annually, this gives the Head Teacher the authority to invest in appropriate investments should the need arise. Currently the school has no investments.

#### Principal risks and uncertainties

The Governors have assessed the major risks to which the school is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the school, and its finances, all of which are outlined on the Risk Register. 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. They have introduced systems, including operational procedures (e.g. vetting of new staff and visitors, supervision of school grounds) and internal financial controls in order to minimise risk. Where significant risk still remains, they have ensured that they have adequate insurance cover. The school has a very effective system of internal financial controls this is explained in more detail in the statement of internal control.

The main risk to the Academy is that the school is funded according to pupils on roll, a drop in students could affect the financial stability of the school. Other than this there is no other potential risk that could affect the financial stability of the school. In addition the school has a detailed Business Continuity Plan which covers all financial aspects that may affect the school. Within the plan there is a backup procedure for minimising any impact on the school.

#### Financial and risk management objectives and policies

Harden Primary School's income is obtained from the EFA in line with the funding agreement of the Academy. As such, the Academy's exposure to financial risks is limited to cash flow and liquidity risks.

Harden Primary School has a pension deficit of £129,000 relating to the LGPS defined benefit scheme.

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

##### **Future Plans for school improvement 2015-2016**

- Continue to improve all teaching and learning through good quality coaching and mentoring of all staff
- Continue to monitor and evaluate teaching and learning through a robust monitoring cycle and act on findings immediately.
- Continue to develop and support all leaders to be the best they can and offer good quality CPD.

# HARDEN PRIMARY SCHOOL

## GOVERNORS' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2015*

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### **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.

A resolution proposing that Simpson Wood Limited be reappointed as auditor of the charitable company will be put to the Members.

The Governors' report, incorporating a strategic report, was approved by order of the Board of Governors, as the company directors, on 09 December 2015 and signed on its behalf by:

Mrs C E Powis  
**Chair of Governors**

# HARDEN PRIMARY SCHOOL

## GOVERNANCE STATEMENT

**FOR THE YEAR ENDED 31 AUGUST 2015**

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### Scope of responsibility

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

The Board of Governors 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 Harden Primary School and the Secretary of State for Education. They are also responsible for reporting to the Board of Governors 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 4 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>
Mrs M Bean	4	4
Mrs S Bottomley	4	4
Revd S R Evans	3	4
Mrs C E Powis (Chair of Governors from 29 June 2015)	4	4
Mrs L Sugden	1	4
Mrs J E Wakefield (Chair of Governors to 29 June 2015)	4	4
Mrs H Avison (Resigned 8 June 2015)	1	3
Mrs K Campbell	3	4
Mr A Hurst	3	4
Mrs M Mangham	2	4
Mrs K Hutchinson (Head Teacher) (Appointed 1 September 2014)	4	4
Mrs N Frear (Appointed 29 June 2015)	1	1
Mr S Walker (Appointed 27 March 2015)	2	2

The governing body intends to undertake an external review of governance in September 2015 followed by a review of Governor membership by early 2016.

# HARDEN PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2015**

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The finance and general purposes committee is a sub-committee of the main Board of Governors. Its purpose is to monitor the finances of the school, approve capital projects, approve the budgets and to work closely with the Responsible Officer to improve systems within the school.

Attendance at meetings in the year was as follows:

<b>Governors</b>	<b>Meetings attended</b>	<b>Out of possible</b>
Mrs M Bean	3	4
Mrs S Bottomley	1	4
Revd S R Evans	4	4
Mrs C E Powis (Chair of Governors from 29 June 2015)	3	4
Mrs J E Wakefield (Chair of Governors to 29 June 2015)	4	4
Mrs H Avison (Resigned 8 June 2015)	1	3
Mrs K Campbell	2	4
Mr A Hurst	2	4
Mrs M Mangham	1	4
Mrs K Hutchinson (Head Teacher) (Appointed 1 September 2014)	4	4
Mr S Walker (Appointed 27 March 2015)	2	2

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

As Accounting Officer the Head Teacher 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:

### **Challenge**

The Governors of the school ensure sufficient challenge to improve school performance through:

- An effective School Development Plan, which sets challenging targets centred on improvement not maintenance. Built into this plan is clear action planning and set dates for monitoring and review.
- Use of Ofsted SEF as an ongoing check on the schools position.
- Individual pupil tracking (IPT) through regular assessments all NC subjects and areas of learning.
- Use of a range systems to ensure security in data.
- Challenging individual and Class/Year group targets set and monitored. These based on the previously mentioned assessments.
- Annual budget is tracked closely and analysed at the end of each month by Senior Management and by the Personnel & Finance Sub-Committee on a regular basis.

### **Examples:**

The new curriculum long term plans have been revised to ensure that they are skills led and medium term and short term planning expectations were rolled out across the school. A new way of assessing pupils has been developed in light of the new government initiative of 'assessing without levels'. Key performance indicators have been set to ensure expectations are high across all year groups.

A new development plan format has been implemented and now is sharp and highly focused.

The school's Resource Assistant has continued to review all suppliers and as a result has changed a number of suppliers which has resulted in better value, a higher quality of service at a more competitive price. This is an on-going exercise.

# HARDEN PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2015**

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### **Comparison**

The Governors of the school undertake comparisons to benchmark performance through:

- An annual analysis of the SAT Results, LA Data Book, FFT and RAISE. The school compares itself with other schools using data gained from these sources.
- Use of other indicators on academic progress such TA's, to compare progress made in Classes and Year groups and against National Averages / Expectations.
- A Whole School Review conducted annually, allowing the results to feed into each year's School Development Plan, and comparisons to be made year on year.
- Use of the Head Teacher and other leadership networks to compare costs and standards of service contracts, in order to make an informed judgement when looking at this year's school budget.
- Prices for bulk orders (e.g. photocopying paper, capitation, ICT consumables) compared by the people responsible for the budget area before purchases are made.
- We use EFA guidance for all tenders over £5,000, but review annually all suppliers

### **Examples this year:**

An evaluation of raise on line has been conducted and information fed into the School Development Plan.

Ofsted visited school in April 2015 and their judgement that the school required improvement supported and further accelerated the school improvement programme. A school review conducted by the Achievement Officers has indicated that school is beginning to make the improvements necessary.

End of year data has been compared with other like schools and the information used to aid school improvement.

### **Consultation**

The Governors of the school ensure consultation with all the stakeholders of the school through:

- Use of whole school review surveys to consult with staff, children, parents and Governors on their opinions and expectations.
- Regular parents' evenings to report children's progress back to parents/carers.
- Weekly staff meetings to work on whole school issues as a team and to keep staff informed.
- Half Termly Support Staff meetings which feed into staff meetings and provide a platform to address issues.
- Weekly meetings of an elected School Council to review issues. Class Councils feed into this forum. These Council meetings meet with the Head and Deputy each half term.
- Use of locality, academy and friendship networks to consider issues pertinent to all.
- Regular meetings of the school's PTFA to consult on how they can support the school financially and socially.
- Regular meetings of the school's Governing body and the various Sub-Committees to discuss the monitoring and review of the school's performance and progress.
- Head attends briefing meetings and formal & informal heads' meetings.
- Feedback from parental and child questionnaires on an annual basis.
- Feedback from the website, noticeboard and weekly newsletter is encouraged.
- Use of targeted courses and workshops

### **Examples this year:**

Various surveys to parents and stakeholders, regular weekly internal finance meetings.

A new ethos, values and aims has been published in consultation with staff, Governors and children and continues to be developed to include parents.

The Head has continued to attend briefings for the district and locality to aid school improvement.

# HARDEN PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2015**

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### **Competition**

The Governors of the school ensure the principles of competition through:

- Having a purchasing policy at Harden Primary School that is based on fairness, accountability and value for money.
- A system for informal tendering (for projects of £5,000 or less) which ensures best value by allowing the Head Teacher, under monitoring by the Personnel & Finance sub-committee, to choose a contract / service / supplier whose bid can be compared with a small number (usually 3 in total) of other bids.
- Annual review of contracts and service level agreements to ensure best value.
- We recognise that, more and more, our school is in competition for the children in our local area. We strive to ensure maximum take up and retention of pupils through providing a quality education in stimulating, safe and secure environments. Whenever possible we promote the school in a positive way.
- We now offer extra facilities such as a before and after school club and many extra curricular activities.

### **Example this year:**

In order for the school to remain competitive and to attract new pupils to the school, the school has been through a period of rebranding and improvements to reflect today's society. The school redesigned the school logo and this led to the launch of a new website, prospectus, external signage and general internal improvements ie hall floor. In each area of improvement, 3 companies were offered the opportunity to submit quotations for the work.

Efforts have continued to market the school in the local area through participation in village events, hosting village events on site, close links with the village pre-school and through art work displayed in the local library and local town halls.

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

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives. It can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of academy 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 Harden Primary School for the period 1 September 2014 to 31 August 2015 and up to the date of approval of the annual report and accounts.

### **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 2014 to 31 August 2015 and up to the date of approval of the annual report and accounts. 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 finance and general purposes committee of reports which indicate financial performance against the forecasts and of major purchase plans, capital works and expenditure programmes;
- setting targets to measure financial and other performance;
- clearly defined purchasing (asset purchase or capital investment) guidelines;
- delegation of authority and segregation of duties;
- identification and management of risks.

# HARDEN PRIMARY SCHOOL

## GOVERNANCE STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 AUGUST 2015**

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The Board of Governors has considered the need for a specific internal audit function and has decided not to appoint an internal auditor. However the Governors have appointed Simpson Wood, the external auditor, to perform additional checks.

The auditor's role includes giving advice on financial matters and performing a range of checks on the academy trust's financial systems.

On a termly basis, the auditor reports to the Board of Governors through the finance and general purposes committee on the operation of the systems of control and on the discharge of the financial responsibilities of the Board of Governors.

The auditor has delivered their work as planned during the year and there have been no material control issues arising as a result of external assurance monitoring.

### **Review of effectiveness**

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

- the work of the external auditor;
- the work of the executive managers within the academy trust who have responsibility for the development and maintenance of the internal control framework.

The Accounting Officer has been advised of the implications of the result of their review of the system of internal control by the finance and general purposes 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 9 December 2015 and signed on its behalf by:

Mrs C E Powis  
**Chair of Governors**

# **HARDEN PRIMARY SCHOOL**

## **STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE FOR THE YEAR ENDED 31 AUGUST 2015**

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As Accounting Officer of Harden Primary School I have considered my responsibility to notify the academy trust Board of Governors and the Education Funding Agency of material irregularity, impropriety and non-compliance with EFA 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.

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.

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 EFA.

Approved on 9 December 2015 and signed by:

Mrs K Hutchinson  
**Accounting Officer**

# HARDEN PRIMARY SCHOOL

## STATEMENT OF GOVERNORS' RESPONSIBILITIES

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2005;
- 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 accounts; and
- prepare the 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 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 the EFA/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 accounts may differ from legislation in other jurisdictions.

Approved by order of the Board of Governors on 9 December 2015 and signed on its behalf by:

Mrs C E Powis  
**Chair of Governors**

# HARDEN PRIMARY SCHOOL

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF HARDEN PRIMARY SCHOOL

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We have audited the accounts of Harden Primary School for the year ended 31 August 2015 set out on pages 22 to 41. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the Academies Accounts Direction 2014 to 2015 issued by the EFA.

This report is made solely to the charitable company'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 charitable company's members those matters we are required to state to them in an auditor's 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of Governors and auditors**

As explained more fully in the Governors' Responsibilities Statement set out on page 17, the Governors, who are also the directors of Harden Primary School for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the audit of the accounts**

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Governors; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Governors' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on accounts**

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2015 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 in accordance with the requirements of the Companies Act 2006; and
- have been prepared in accordance with the Academies Accounts Direction 2014 to 2015 issued by the EFA.

#### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Governors' Report for the financial year for which the accounts are prepared is consistent with the accounts.

# **HARDEN PRIMARY SCHOOL**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF HARDEN PRIMARY SCHOOL**

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

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the 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.

**Daniel McAllister FCA (Senior Statutory Auditor)**  
**Simpson Wood Limited**

**Chartered Accountants**  
**Statutory Auditor**  
Bank Chambers  
Market Street  
Huddersfield  
HD1 2EW

Dated: 9 December 2015

# HARDEN PRIMARY SCHOOL

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HARDEN PRIMARY SCHOOL AND THE EDUCATION FUNDING AGENCY

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In accordance with the terms of our engagement letter dated 03 November 2014 and further to the requirements of the Education Funding Agency (EFA) as included in the Academies Accounts Direction 2014 to 2015, we have carried out an engagement to obtain limited assurance about whether the expenditure disbursed and income received by Harden Primary School during the period 1 September 2014 to 31 August 2015 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 Harden Primary School and the EFA in accordance with the terms of our engagement letter. Our work has been undertaken so that we might state to the Harden Primary School and the EFA 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 Harden Primary School and the EFA, for our work, for this report, or for the conclusion we have formed.

### **Respective responsibilities of Harden Primary School's accounting officer and the reporting accountant**

The Accounting Officer is responsible, under the requirements of Harden Primary School's funding agreement with the Secretary of State for Education dated 29 August 2013 and the Academies Financial Handbook, extant from 1 September 2014, 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 2014 to 2015. 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 2014 to 31 August 2015 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 2014 to 2015 issued by the EFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

The work undertaken to draw to our conclusion includes:

- Consideration of the evidence supporting the Accounting Officer's statement on regularity, propriety and compliance which may include review and corroboration of the most recent Financial Management and Governance Evaluation or equivalent.
- Evaluation of the general control environment of the Academy Trust, extending the procedures required for financial statements to include regularity.
- Assessment and testing of a sample of the specific control activities over regularity of a particular activity.
- When performing sample testing of expenditure, consider whether the activity is permissible within the Academy Trust's framework of authorities.

# HARDEN PRIMARY SCHOOL

## INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO HARDEN PRIMARY SCHOOL AND THE EDUCATION FUNDING AGENCY (CONTINUED)

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### **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 period 1 September 2014 to 31 August 2015 has not been applied to purposes intended by Parliament and the financial transactions do not conform to the authorities which govern them.

Daniel McAllister FCA  
**Reporting Accountant**  
Simpson Wood Limited  
Bank Chambers  
Market Street  
Huddersfield  
HD1 2EW

Dated: 09 December 2015

# HARDEN PRIMARY SCHOOL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2015

	Notes	Unrestricted funds £	Restricted funds £	Fixed Asset funds £	Total 2015 £	Total 2014 £
<b>Incoming resources</b>						
<i>Resources from generated funds</i>						
- Voluntary income	2	11,828	-	-	11,828	11,045
- Inherited on conversion		-	-	-	-	1,391,630
- Activities for generating funds	3	18,066	-	-	18,066	21,316
- Investment income	4	121	-	-	121	133
<i>Resources from charitable activities</i>						
- Funding for educational operations	5	-	1,002,954	-	1,002,954	939,875
<b>Total incoming resources</b>		<b>30,015</b>	<b>1,002,954</b>	<b>-</b>	<b>1,032,969</b>	<b>2,363,999</b>
<b>Resources expended</b>						
<i>Costs of generating funds</i>						
- Relating to voluntary income	6	13,182	-	-	13,182	11,290
- Fundraising trading	6	12,160	-	-	12,160	9,645
<i>Charitable activities</i>						
- Educational operations	7	-	961,487	28,987	990,474	955,907
Governance costs	8	-	9,492	-	9,492	11,894
<b>Total resources expended</b>	<b>6</b>	<b>25,342</b>	<b>970,979</b>	<b>28,987</b>	<b>1,025,308</b>	<b>988,736</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>4,673</b>	<b>31,975</b>	<b>(28,987)</b>	<b>7,661</b>	<b>1,375,263</b>
Gross transfers between funds		-	2,233	(2,233)	-	-
<b>Net income/(expenditure) for the year</b>		<b>4,673</b>	<b>34,208</b>	<b>(31,220)</b>	<b>7,661</b>	<b>1,375,263</b>
<b>Other recognised gains and losses</b>						
Actuarial gains/(losses) on defined benefit pension scheme	17	-	10,000	-	10,000	(47,000)
<b>Net movement in funds</b>		<b>4,673</b>	<b>44,208</b>	<b>(31,220)</b>	<b>17,661</b>	<b>1,328,263</b>
Fund balances at 1 September 2014		21,793	(132,531)	1,439,001	1,328,263	-
<b>Fund balances at 31 August 2015</b>		<b>26,466</b>	<b>(88,323)</b>	<b>1,407,781</b>	<b>1,345,924</b>	<b>1,328,263</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006. A statement of total recognised gains and losses is not required as all gains and losses are included in the statement of financial activities.

All of the academy's activities derive from continuing operations during the two financial periods above.

# HARDEN PRIMARY SCHOOL

## BALANCE SHEET

AS AT 31 AUGUST 2015

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		2015		2014	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	11		1,407,781		1,436,768
<b>Current assets</b>					
Debtors	12	19,080		24,691	
Cash at bank and in hand		89,682		81,876	
		<u>108,762</u>		<u>106,567</u>	
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	13	(41,619)		(87,072)	
<b>Net current assets</b>			67,143		19,495
<b>Net assets excluding pension liability</b>			1,474,924		1,456,263
Defined benefit pension liability	17		(129,000)		(128,000)
<b>Net assets</b>			<u>1,345,924</u>		<u>1,328,263</u>
<b>Funds of the academy trust:</b>					
<b>Restricted funds</b>	15				
- Fixed asset funds			1,407,781		1,439,001
- General funds			40,677		(4,531)
- Pension reserve			(129,000)		(128,000)
<b>Total restricted funds</b>			<u>1,319,458</u>		<u>1,306,470</u>
<b>Unrestricted income funds</b>	15		26,466		21,793
<b>Total funds</b>			<u>1,345,924</u>		<u>1,328,263</u>

The accounts were approved by order of the Board of Governors and authorised for issue on 09 December 2015.

Mrs C E Powis  
Chair of Governors

Company Number 08610504

# HARDEN PRIMARY SCHOOL

## CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2015

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	Notes	2015 £	2014 £
Net cash inflow/(outflow) from operating activities	18	1,322	69,276
Cash funds transferred on conversion		-	16,630
<b>Net cash inflow/(outflow) from returns on investments and servicing of finance</b>		121	133
		<u>1,443</u>	<u>86,039</u>
<b>Capital expenditure and financial investments</b>			
Capital grants received		6,363	6,374
Payments to acquire tangible fixed assets		-	(10,537)
<b>Net cash flow from capital activities</b>		<u>6,363</u>	<u>(4,163)</u>
<b>Increase/(decrease) in cash</b>	19	<u><u>7,806</u></u>	<u><u>81,876</u></u>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 AUGUST 2015**

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### **1 Accounting policies**

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

The accounts have been prepared under the historical cost convention in accordance with applicable United Kingdom Accounting Standards, the Charity Commission 'Statement of Recommended Practice: Accounting and Reporting by Charities' ('SORP 2005'), the Academies Accounts Direction 2014 to 2015 issued by the Education Funding Agency and the Companies Act 2006. A summary of the principal accounting policies, which have been applied consistently, except where noted, is set out below.

#### **1.2 Going concern**

The Governors assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The Governors make this assessment in respect of a period of one year from the date of approval of the accounts.

#### **1.3 Incoming resources**

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

##### Grants 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 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 year for which it is receivable and any unspent amount is reflected as a balance in the restricted general fund.

Capital grants are recognised when receivable 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.

##### Sponsorship income

Sponsorship income provided to the academy trust which amounts to a donation is recognised in the statement of financial activities in the period in which it is receivable, where there is certainty of receipt and the value of the donation is measurable.

##### Donations

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

##### Other income

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

##### Donated services and gifts in kind

The value of donated services and gifts in kind provided to the academy trust are recognised at their open market value in the period in which they are receivable as incoming resources, where the benefit to the academy trust can be reliably measured. An equivalent amount is included as expenditure under the relevant heading in the statement of financial activities, except where the gift in kind was a fixed asset in which case the amount is included in the appropriate fixed asset category and depreciated over the useful economic life in accordance with the academy trust's policies.

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

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### 1 Accounting policies

(Continued)

#### 1.4 Resources expended

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.

##### Costs of generating funds

These are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

##### Charitable activities

These are costs incurred on the academy trust's educational operations.

##### Governance costs

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

All resources expended are inclusive of irrecoverable VAT.

#### 1.5 Tangible fixed assets and depreciation

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

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

##### Disposal of assets

Up to £500 - authorised by Head Teacher

Over £500 - authorised by Executive Committee

Asset disposal forms will be signed and retained by the Finance Officer.

##### Depreciation

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

Land and buildings	2% straight line
Computer equipment	20% straight line

Assets in the course of construction are included at cost. Depreciation on these assets is not charged until they are brought into use.

No depreciation is provided in respect of freehold land.

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

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### 1 Accounting policies

(Continued)

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.

#### 1.6 Leasing and hire purchase commitments

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

#### 1.7 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.

#### 1.8 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 quinquennial valuations using a prospective benefit method. As stated in Note 17, the TPS is a multi-employer scheme and the academy trust is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. The TPS is therefore treated as a defined contribution scheme and the contributions are recognised as they are paid each year.

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 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 gains and losses on settlements and curtailments. They are included as part of staff costs. Past service costs are recognised immediately in the statement of financial activities if the benefits have vested. If the benefits have not vested immediately, the costs are recognised over the period until vesting occurs. The expected return on assets and the interest cost are shown as a net finance amount of other finance costs or credits adjacent to interest. Actuarial gains and losses are recognised immediately in other gains and losses.

#### 1.9 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 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 Funding Agency.

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

### 2 Voluntary income

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
Educational visits	11,828	-	11,828	11,045
	<u>11,828</u>	<u>-</u>	<u>11,828</u>	<u>11,045</u>

### 3 Activities for generating funds

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
Activity club income	15,530	-	15,530	8,632
Student fee income	-	-	-	2,400
Other income	2,536	-	2,536	10,284
	<u>18,066</u>	<u>-</u>	<u>18,066</u>	<u>21,316</u>

### 4 Investment income

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
Short term deposits	121	-	121	133
	<u>121</u>	<u>-</u>	<u>121</u>	<u>133</u>

### 5 Funding for the academy trust's educational operations

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<b>DfE / EFA grants</b>				
General annual grant (GAG)	-	876,150	876,150	877,021
Capital grants	-	6,363	6,363	6,374
Other DfE / EFA grants	-	77,419	77,419	28,927
	<u>-</u>	<u>959,932</u>	<u>959,932</u>	<u>912,322</u>
<b>Other government grants</b>				
Local authority grants	-	43,022	43,022	27,553
	<u>-</u>	<u>43,022</u>	<u>43,022</u>	<u>27,553</u>
<b>Total funding</b>	<u>-</u>	<u>1,002,954</u>	<u>1,002,954</u>	<u>939,875</u>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

### 6 Resources expended

	Staff costs £	Premises & equipment £	Other costs £	Total 2015 £	Total 2014 £
<b>Academy's educational operations</b>					
- Direct costs	612,256	-	78,484	690,740	719,444
- Allocated support costs	88,754	101,330	109,650	299,734	236,463
	<u>701,010</u>	<u>101,330</u>	<u>188,134</u>	<u>990,474</u>	<u>955,907</u>
<b>Other expenditure</b>					
Costs of generating voluntary income	-	-	13,182	13,182	11,290
Costs of activities for generating funds	-	-	12,160	12,160	9,645
Governance costs	-	-	9,492	9,492	11,894
	<u>-</u>	<u>-</u>	<u>34,834</u>	<u>34,834</u>	<u>32,829</u>
<b>Total expenditure</b>	<u>701,010</u>	<u>101,330</u>	<u>222,968</u>	<u>1,025,308</u>	<u>988,736</u>

<b>Net income/(expenditure) for the year includes:</b>	<b>2015 £</b>	<b>2014 £</b>
Operating leases		
- Plant and machinery	2,339	2,131
Fees payable to auditor		
- Audit	4,131	4,000
- Other services	-	1,100
- Payroll services	6,002	-
- Assurance	300	-
	<u>12,772</u>	<u>7,231</u>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

### 7 Charitable activities

	<b>Total 2015 £</b>	<b>Total 2014 £</b>
<b>Direct costs</b>		
Teaching and educational support staff costs	603,376	653,846
Technology costs	24,981	7,487
Educational supplies and services	44,030	40,045
Staff development	8,880	6,955
Educational consultancy	5,814	7,469
Other direct costs	3,659	3,642
	<u>690,740</u>	<u>719,444</u>
<b>Allocated support costs</b>		
Support staff costs	88,754	76,914
Depreciation	28,987	28,769
Technology costs	11,540	4,401
Recruitment and support	1,547	6,990
Maintenance of premises and equipment	24,484	16,748
Cleaning	20,736	20,601
Energy costs	20,532	16,484
Rent and rates	6,591	7,630
Insurance	17,557	15,647
Security and transport	3,522	2,319
Catering	54,665	28,009
Interest and finance costs	(3,000)	(3,000)
Other support costs	23,819	14,951
	<u>299,734</u>	<u>236,463</u>
<b>Total costs</b>	<u>990,474</u>	<u>955,907</u>

### 8 Governance costs

	<b>Total 2015 £</b>	<b>Total 2014 £</b>
Legal and professional fees	2,248	5,461
Auditor's remuneration		
- Audit of financial statements	4,131	4,000
- Other audit costs	300	1,100
Other governance costs	2,813	1,333
	<u>9,492</u>	<u>11,894</u>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

### 9 Staff costs

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Wages and salaries	545,849	592,562
Social security costs	30,140	36,630
Other pension costs	87,341	80,813
	<u>663,330</u>	<u>710,005</u>
Supply teacher costs	28,800	20,755
Staff development and other staff costs	8,880	6,955
	<u>701,010</u>	<u>737,715</u>

The average number of persons (including senior management team) employed by the academy trust during the year expressed as full time equivalents was as follows:

	<b>2015</b>	<b>2014</b>
	<b>Number</b>	<b>Number</b>
Teachers	6	6
Administration and educational support	18	19
Management (includes senior teachers)	4	4
	<u>28</u>	<u>29</u>

The number of employees whose annual remuneration was £60,000 or more was:

	<b>2015</b>	<b>2014</b>
	<b>Number</b>	<b>Number</b>
£60,000 - £70,000	-	1
	<u>-</u>	<u>1</u>

Of the employees above, the number participating in pension schemes and the employers' contributions paid on their behalf were as follows:

		<b>2015</b>	<b>2014</b>
Teachers' Pension Scheme	Numbers	-	1
	£	-	8,517
		<u>-</u>	<u>8,517</u>
Local Government Pension Scheme	Numbers	-	-
	£	-	-
		<u>-</u>	<u>-</u>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2015

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#### 10 Governors' remuneration and expenses

The Head Teacher and other staff Governors only receive remuneration in respect of services they provide undertaking the roles of Head Teacher and staff, and not in respect of their services as Governors. Other Governors did not receive any payments, other than expenses, from the academy trust in respect of their role as Governors. During the year, travel and subsistence payments totalling £Nil (2014: £Nil) were reimbursed to Governors.

The value of Governors' remuneration including pension contributions was as follows:

##### K Hutchinson (Head Teacher)

Remuneration	£50,000 - £55,000 (2014: £Nil)
Pension costs	£5,000 - £10,000 (2014: £Nil)

##### L Sugden (staff)

Remuneration	£30,000 - £35,000 (2014: £30,000 - £35,000)
Pension costs	£Nil - £5,000 (2014: £Nil - £5,000)

##### H Avison (staff)

Remuneration	£10,000 - £15,000* (2014: £Nil - £5,000*)
Pension costs	£Nil - £5,000* (2014: £Nil - £5,000*)

##### N Frear (staff)

Remuneration	£Nil - £5,000* (2014: £Nil)
Pension costs	£Nil - £5,000* (2014: £Nil)

##### J Davie (ex-Head Teacher)

Remuneration	£Nil (2014: £65,000 - £70,000)
Pension costs	£Nil (2014: £5,000 - £10,000)

##### B Hutchinson (staff)

Remuneration	£Nil (2014: £40,000 - £45,000*)
Pension costs	£Nil (2014: £5,000 - £10,000*)

\* Salary does not represent a full year due to Governor being appointed/resigning part way through the period.

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

#### **Governors' and officers' insurance**

In accordance with normal commercial practice, the academy trust has purchased insurance to protect Governors and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy trust business. The insurance provides cover up to £5,000,000 on any one claim and the cost for the year ended 31 August 2015 was £3,366 (2014 - £3,366).

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2015

### 11 Tangible fixed assets

	Land and buildings £	Computer equipment £	Total £
<b>Cost</b>			
At 1 September 2014 and at 31 August 2015	1,455,000	10,537	1,465,537
<b>Depreciation</b>			
At 1 September 2014	26,880	1,889	28,769
Charge for the year	26,880	2,107	28,987
At 31 August 2015	53,760	3,996	57,756
<b>Net book value</b>			
At 31 August 2015	1,401,240	6,541	1,407,781
At 31 August 2014	1,428,120	8,648	1,436,768

### 12 Debtors

	2015 £	2014 £
VAT recoverable	6,098	8,604
Other debtors	550	1,742
Prepayments and accrued income	12,432	14,345
	19,080	24,691

### 13 Creditors: amounts falling due within one year

	2015 £	2014 £
Trade creditors	15,092	4,431
Other creditors	-	56,415
Accruals	8,427	6,265
Deferred income	18,100	19,961
	41,619	87,072

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2015

14 Deferred income	2015 £	2014 £
Deferred income is included within:		
Creditors due within one year	18,100	19,961
Total deferred income at 1 September 2014	19,961	-
Amounts credited to the statement of financial activities	(19,961)	-
Amounts deferred in the year	26,675	19,961
<b>Total deferred income at 31 August 2015</b>	<b>26,675</b>	<b>19,961</b>

Deferred income relates to Pupil Premium and Universal Infant Free School Meals funding received from the EFA for the year ending 31 August 2016.

15 Funds	Balance at 1 September 2014 £	Incoming resources £	Resources expended £	Gains, losses & transfers £	Balance at 31 August 2015 £
<b>Restricted general funds</b>					
General Annual Grant	(8,324)	876,150	(829,382)	2,233	40,677
Other DfE / EFA grants	3,793	83,782	(87,575)	-	-
Other government grants	-	43,022	(43,022)	-	-
Funds excluding pensions	(4,531)	1,002,954	(959,979)	2,233	40,677
Pension reserve	(128,000)	-	(11,000)	10,000	(129,000)
	(132,531)	1,002,954	(970,979)	12,233	(88,323)
<b>Restricted fixed asset funds</b>					
DfE / EFA capital grants	5,764	-	(828)	-	4,936
Inherited fixed asset fund	1,433,237	-	(28,159)	-	1,405,078
Capital expenditure from GAG or other funds	-	-	-	(2,233)	(2,233)
	1,439,001	-	(28,987)	(2,233)	1,407,781
<b>Total restricted funds</b>	<b>1,306,470</b>	<b>1,002,954</b>	<b>(999,966)</b>	<b>10,000</b>	<b>1,319,458</b>
<b>Unrestricted funds</b>					
General funds	21,793	30,015	(25,342)	-	26,466
<b>Total funds</b>	<b>1,328,263</b>	<b>1,032,969</b>	<b>(1,025,308)</b>	<b>10,000</b>	<b>1,345,924</b>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

### 15 Funds

(Continued)

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

General Annual Grant (GAG) must be used for the normal running costs of the academy. Under the funding agreement with the Secretary of State, the academy trust was not subject to a limit on the amount of GAG that it could carry forward at 31 August 2015.

Restricted fixed assets were funded by government grants and transfer from predecessor school.

### 16 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Fixed asset funds £	Total funds £
<b>Fund balances at 31 August 2015 are represented by:</b>				
Tangible fixed assets	-	-	1,407,781	1,407,781
Current assets	26,466	82,296	-	108,762
Creditors falling due within one year	-	(41,619)	-	(41,619)
Defined benefit pension liability	-	(129,000)	-	(129,000)
	<u>26,466</u>	<u>(88,323)</u>	<u>1,407,781</u>	<u>1,345,924</u>

### 17 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 West Yorkshire Pension Fund. 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 2013.

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.

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

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### 17 Pensions and similar obligations

(Continued)

#### 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.

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

The pension costs paid to the TPS in the period amounted to £43,376 (2014: £46,124).

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

Under the definitions set out in Financial Reporting Standard (FRS 17) Retirement Benefits, 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 13.6% for employers and 5.5 to 12% for employees. The estimated value of employer contributions for the forthcoming year is £30,000.

As the scheme is currently in deficit, the academy is required to pay additional contributions above the normal funding levels. The length of the agreement is likely to last 2 - 3 years but is currently uncertain. The additional contributions paid in the year amounted to Nil (2014 - £600).

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.

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

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### 17 Pensions and similar obligations (Continued)

Contributions made	2015 £	2014 £
Employer's contributions	29,000	31,000
Employees' contributions	12,000	12,000
	<hr/>	<hr/>
Total contributions	41,000	43,000
	<hr/> <hr/>	<hr/> <hr/>

Principal actuarial assumptions	2015 %	2014 %
Rate of increase in salaries	3.5	3.6
Rate of increase for pensions in payment	2.0	2.1
Discount rate for scheme liabilities	3.8	3.7
Inflation assumption (CPI)	2.0	2.1
Rate of revaluation of pension accounts	2.0	2.1
Rate of increase to deferred pensions	2.0	2.1
	<hr/> <hr/>	<hr/> <hr/>

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

	2015 Years	2014 Years
Retiring today		
- Males	22.6	22.5
- Females	25.5	25.4
Retiring in 20 years		
- Males	24.8	24.7
- Females	27.8	27.7
	<hr/> <hr/>	<hr/> <hr/>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

### 17 Pensions and similar obligations

(Continued)

The academy's share of the assets and liabilities in the scheme and the expected rates of return were:

	2015 Expected return %	2015 Fair value £	2014 Expected return %	2014 Fair value £
Equities	7.0	296,769	7.5	261,348
Government bonds	2.5	40,664	2.9	35,844
Corporate bonds	3.2	17,986	3.3	18,096
Cash	1.0	5,865	1.1	13,572
Property	6.2	17,595	6.8	11,484
Other assets	7.0	12,121	7.5	7,656
		<u>          </u>	<u>          </u>	<u>          </u>
Total market value of assets		391,000		348,000
Present value of scheme liabilities - funded		(520,000)		(476,000)
		<u>          </u>	<u>          </u>	<u>          </u>
Net pension asset / (liability)		(129,000)		(128,000)
		<u>          </u>	<u>          </u>	<u>          </u>

A building block approach is used to determine the rate of return on fund assets. Historical markets are studied and assets with higher volatility are assumed to generate higher returns consistent with widely accepted capital market principles. The assumed rate of return on each asset class is set out within this note. The overall expected rate of return on assets is then derived by aggregating the expected return for each asset class over the actual asset allocation for the fund at 31 August 2015.

The actual return on scheme assets was £5,000 (2014 - £30,000).

#### Amounts recognised in the statement of financial activities

	2015 £	2014 £
<b>Operating costs/(income)</b>		
Current service cost (net of employee contributions)	43,000	35,000
Past service cost	-	-
	<u>          </u>	<u>          </u>
Total operating charge	43,000	35,000
	<u>          </u>	<u>          </u>
<b>Finance costs/(income)</b>		
Expected return on pension scheme assets	(23,000)	(20,000)
Interest on pension liabilities	20,000	17,000
	<u>          </u>	<u>          </u>
Net finance costs/(income)	(3,000)	(3,000)
	<u>          </u>	<u>          </u>
<b>Total charge/(income)</b>	40,000	32,000
	<u>          </u>	<u>          </u>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

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17 Pensions and similar obligations	(Continued)	
<b>Actuarial gains and losses recognised in the statement of financial activities</b>		
	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Actuarial (gains)/losses on assets: actual return less expected	18,000	(10,000)
Experience (gains)/losses on liabilities	(28,000)	57,000
(Gains)/losses arising from changes in assumptions	-	-
	<hr/>	<hr/>
Total (gains)/losses	(10,000)	47,000
	<hr/> <hr/>	<hr/> <hr/>
Cumulative (gains)/losses to date	37,000	47,000
	<hr/> <hr/>	<hr/> <hr/>
<b>Movements in the present value of defined benefit obligations</b>		
	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Obligations at 1 September 2014	(476,000)	-
Obligations acquired on conversion	-	(357,000)
Current service cost	(43,000)	(35,000)
Interest cost	(20,000)	(17,000)
Contributions by employees	(12,000)	(12,000)
Actuarial gains/(losses)	28,000	(57,000)
Benefits paid	3,000	2,000
	<hr/>	<hr/>
At 31 August 2015	(520,000)	(476,000)
	<hr/> <hr/>	<hr/> <hr/>
<b>Movements in the fair value of scheme assets</b>		
	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Assets at 1 September 2014	348,000	-
Assets acquired on conversion	-	277,000
Expected return on assets	23,000	20,000
Actuarial gains/(losses)	(18,000)	10,000
Contributions by employers	29,000	31,000
Contributions by employees	12,000	12,000
Benefits paid	(3,000)	(2,000)
	<hr/>	<hr/>
At 31 August 2015	391,000	348,000
	<hr/> <hr/>	<hr/> <hr/>

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# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

<b>17</b>	<b>Pensions and similar obligations</b>	<b>(Continued)</b>			
	<b>History of experience gains and losses</b>				
		<b>2015</b>	<b>2014</b>		
		<b>£</b>	<b>£</b>		
	Present value of defined benefit obligations	(520,000)	(476,000)		
	Fair value of share of scheme assets	391,000	348,000		
		<u>          </u>	<u>          </u>		
	Surplus / (deficit)	<u>(129,000)</u>	<u>(128,000)</u>		
		<u>          </u>	<u>          </u>		
	Experience adjustment on scheme assets	(18,000)	10,000		
	Experience adjustment on scheme liabilities	28,000	(57,000)		
		<u>          </u>	<u>          </u>		
<b>18</b>	<b>Reconciliation of net income to net cash inflow/(outflow) from operating activities</b>				
		<b>2015</b>	<b>2014</b>		
		<b>£</b>	<b>£</b>		
	Net income	7,661	1,375,263		
	Capital grants and similar income	(6,363)	(6,374)		
	Net deficit/(surplus) transferred on conversion	-	(1,391,630)		
	Investment income	(121)	(133)		
	Defined benefit pension costs less contributions payable	14,000	4,000		
	Defined benefit pension finance costs/(income)	(3,000)	(3,000)		
	Depreciation of tangible fixed assets	28,987	28,769		
	(Increase)/decrease in debtors	5,611	(24,691)		
	Increase/(decrease) in creditors	(45,453)	87,072		
		<u>          </u>	<u>          </u>		
	Net cash inflow/(outflow) from operating activities	<u>1,322</u>	<u>69,276</u>		
		<u>          </u>	<u>          </u>		
<b>19</b>	<b>Reconciliation of net cash flow to movement in net funds</b>				
		<b>2015</b>	<b>2014</b>		
		<b>£</b>	<b>£</b>		
	<b>Increase/(decrease) in cash</b>	7,806	81,876		
	Net funds at 1 September 2014	81,876	-		
		<u>          </u>	<u>          </u>		
	<b>Net funds at 31 August 2015</b>	<u>89,682</u>	<u>81,876</u>		
		<u>          </u>	<u>          </u>		
<b>20</b>	<b>Analysis of net funds</b>				
		<b>At 1 September</b>	<b>Cash flows</b>	<b>Non-cash</b>	<b>At 31 August</b>
		<b>2014</b>		<b>changes</b>	<b>2015</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Cash at bank and in hand	81,876	7,806	-	89,682
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

# HARDEN PRIMARY SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2015

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### 21 Commitments under operating leases

At 31 August 2015 the academy trust had annual commitments under non-cancellable operating leases as follows:

	2015	2014
	£	£
Expiry date:		
- Between two and five years	1,954	1,954
- In over five years	385	385
	<u>2,339</u>	<u>2,339</u>
	<u><u>2,339</u></u>	<u><u>2,339</u></u>

### 22 Related parties

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 trustees have 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 transactions took place in the period of account:

Iain Hutchinson, husband of the Head Teacher, owns a joinery business in the name of Iain Hutchinson Joinery. £1,035 (2014 - £Nil) was paid to the business during the year in respect of joinery services carried out at the academy.

### 23 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 or she is a Member, or within one year after he or she ceases to be a Member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he or she ceases to be a Member.