



**Christian Fellowship School Trust**  
**(Limited by Guarantee)**

**Trustees' Report and Financial Statements**

**for the year ended**

**31<sup>st</sup> August 2014**

Charity Registration Number: 1079325

Company Registration Number: 3906000

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ROBERT CLARKSON F.C.A. CLARKSON & CO.

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Registered to carry on audit work in the UK and Ireland by the Institute of Chartered Accountants in England and Wales.

**Christian Fellowship School Trust**

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**Christian Fellowship School Trust**

**Charity Information**

**Charity Name:** Christian Fellowship School Trust  
(Limited by Guarantee)

**Charity Registration Number:** 1079325

**Company Registration Number:** 3906000

**Governing Document:** Memorandum and Articles of Association dated 13<sup>th</sup> January 2000  
as amended on the 24<sup>th</sup> August 2000.

**Registered Office:** Overbury Street  
Liverpool  
L7 3HL

**Principal Business Address:** Overbury Street  
Liverpool  
L7 3HL

**Directors/Trustees:** Dr A.Adejumo  
D. Collins  
P. D. Gray  
P. N. Moffat  
D. E. Stewart (resigned 8<sup>th</sup> September 2014)  
D. Elms (resigned 8<sup>th</sup> September 2014)  
O. Rowlands (resigned 9th January 2014).

**Company Secretary:** P. D. Gray

**Head Teacher:** Ms B. Lord

**Auditor** Clarkson & Co  
Centre of Excellence  
Hope Park  
Trevor Foster Way  
Bradford  
BD5 8HH

**Bankers:** Co-operative Bank plc  
Business Direct  
P.O.Box 250  
Skelmersdale  
WN8 6WT

**Christian Fellowship School Trust**  
**Trustees' Report for the year ending 31<sup>st</sup> August, 2014**

The trustees, who are also directors for the purposes of company law, present their annual report and the financial statements for the year ending 31<sup>st</sup> August, 2014.

**Reference and administrative details**

The details are set out on page 1.

**Trustees**

The trustees who served during the year are as stated below:

Dr A.Adejumo  
D. Collins  
P. D. Gray  
P. N. Moffat  
D. E. Stewart (resigned 8<sup>th</sup> September 2014)  
D. Elms (resigned 8<sup>th</sup> September 2014)  
O. Rowlands (resigned 9th January 2014).

The Directors meet at least twice a year. Audited accounts are approved on one of these occasions.

**Structure. Governance and Management**

**Governing document**

The charity is a company limited by guarantee governed by its Memorandum and Articles of Association dated 13th January, 2000 as amended on 24th August 2000. It is registered as a charity with the Charity Commission.

**Appointment of trustees**

The Directors of the company are also charity Trustees for the purposes of charity law and under the company's Articles of Association and are known as the Board of Directors. Under the requirements of the Memorandum and Articles of Association; Trustees are eligible as the Board of Directors, to appoint additional Trustees. The number of members of the Board shall be not less than three and not more than nine.

**Trustee induction and training**

New Trustees are required to undergo training to brief them on their legal obligations on the Charity and Company laws; the content of the Memorandum and Articles of Association; the committee and decision making process; the business plan and recent financial performance of the Charity. Trustees are encouraged to attend appropriate external training events to facilitate the undertaking of their role.

**Organisation**

Delegation of the running of the school is given to Governors by the Directors. The Governors are therefore responsible for the formation of the policies and practices of the school. The Directors continue to oversee the Governors' responsibilities by receiving minutes of every Governors' meeting and by virtue of two of the Directors being Governors. The Governors then delegate responsibility for day to day management of the school in accordance with the set policies and practices to the Head Teacher (Ms B. Lord) with full support of the management team, made up of department Heads.

## **Christian Fellowship School Trust**

### **Trustees' Report for the year ending 31<sup>st</sup> August, 2014 (continued)**

#### **Related parties**

Relationships with other organisations in the UK that are engaged in similar educational activities are essential as they achieve outcomes that are beyond a single school.

The school is therefore an active member of CST (Christian Schools' Trust) and EurECA (European Educators' Christian Association) where resources in terms of expertise and limited finances are combined with others to engage in the process necessary to develop and deliver a Christian Curriculum.

The Head Teacher is a Trustee of Christian School's Trust.

#### **Risk management**

During the current year, we have reviewed all the policies of the Charity: Risk Assessment, Accidents, Health and Safety, Fire, Safe Guarding, Staff Training & Induction and Legionella.

#### **Objective and activities**

The object of the Company is to promote an education based on Christian principles for children aged four to sixteen. Its main aim is to support Christian families in the nurturing of their children. We consciously keep our school fees as low as possible so that the school is accessible to everyone.

The school seeks to promote a vision and understanding of Christian Education both in the UK and abroad so that as pupils move on to higher education and adult life they will have an appreciation of how to apply their faith as global citizens.

This requires the provision of teaching programmes that contain clear Christian distinctive that combine to produce a curriculum that embodies a Christ-centred, biblical world-view.

**Some of the policies the school has developed to achieve its aims include:**

- Promotion of the values of a Christian home.
- Open and close relationships between home and school.
- The application of the principles of the Kingdom of God throughout the teaching and learning process.
- A system of nurture and direction of the children that includes Christian love and discipline.
- Training of staff and parents to handle children so as to achieve God's purposes for them.
- Setting up of financial structures that will enable the school to achieve its goals with the resources available.
- Communication of the aims and purposes of the school to the Christian community.

## **Christian Fellowship School Trust**

### **Trustees' Report for the year ending 31<sup>st</sup> August, 2014 (continued)**

#### **Achievements and Performance during the year**

##### **Leadership**

Following a strategic review in 2013 the Development Team was replaced with a smaller Core Team of three. This was more flexible and responsive than the larger group. It also worked with direct authority from Directors to support the Head in making executive decisions at a medium level unless very specific issues needed a director level decision. The Core Team included the chair and vice chair of governors and an ex director who shifted to a more hands-on role. The original rapid response role within the previous team was also covered by the Core Team. The support roles included: School infra-structure, welfare and governor reform. The Core team worked with the Directors to plan a new leadership model with task groups for the academic year 2014/15.

##### **Continuous Professional Development (CPD)**

A new appraisal system was trialed in 2014.

##### **Professional Development: Year ending 31<sup>st</sup> August 2014**

Staff training from a Christian perspective was delivered throughout Inset Days (13 this year). A proportion of this time was spent on looking at the school vision, whole school improvement plan & curriculum development. These will continue to be developed. Additionally, some in-service time was spent on Targets, skills tracking, Discipline, ALPs, Fire Safety Training & Feedback from Ofsted inspection.

##### **School Based In-service Training**

4-6<sup>th</sup> Sept 2013 – Work as worship, Pastoral Handbook, Reports & Targets, Appraisals, ALPs, Thinking & Learning, Fire Safety Training, Whole School Improvement Plan, CFS vision, Feedback from Educational Conference at Hope University, Equipped to serve

30<sup>th</sup> Sept – 1<sup>th</sup> Oct 2013 – IEPS, Assertive Discipline, Cyber Safety, Beat Dyslexia, My Maths, Skills Tracking, Triple Science, STAM club & D of E

6<sup>th</sup> – 7<sup>th</sup> Jan 2014 – Ofsted feedback from inspection, Equipped to Serve, Essential Teacher Course, ALPs,

13-14<sup>th</sup> Feb 2014 – ‘How do we get Unity’, Free School Funding, CFS Vision Document

6<sup>th</sup> May 2014 - Northern Inset, (Creationism, Creative Prayer, Leadership, e-teachers, Planning projects, EYFS, Art & Design, SMSC Curriculum, Interactive White Boards, Bringing the love of God into the curriculum – -17 staff

18<sup>th</sup> & 19<sup>th</sup> Jun 2014 – Playground Duties, Fire Drill Procedures, Sports Day, NFER, Jolly Phonics, Christian Education Philosophy, MS English, Netherlands Exchange, ‘Creation Fall Redemption Consummation’

18<sup>th</sup> July 2014 – Curriculum Development.

##### **Training courses by outside agencies:**

First Aid at Work Requalification – British Red Cross - 28<sup>th</sup> & 29<sup>th</sup> Oct 2013

Employment Law – Peninsula – 13<sup>th</sup> Jan 2014 – 2 staff

Work based pensions – AAT – 3<sup>rd</sup> Feb 2014 – 1 staff

Epipen Training – NHS – 5<sup>th</sup> Feb 2014 – 23 staff

Sex Ed Conference – Lovewise – 1<sup>st</sup> Mar 2014 – 2 staff

Nasen SEN Conference – 21<sup>st</sup> May 2014 – 6 staff

Nasen SEN Conference- 22<sup>nd</sup> May 2014 – 5 staff

## Christian Fellowship School Trust

### Trustees' Report for the year ending 31<sup>st</sup> August, 2014 (continued)

Christian Teaching – 3<sup>rd</sup> June 2014 – 1 staff  
EHAT – LSCB – 9<sup>th</sup> Jul 2014 – 2 staff  
EHAT – LSCB - 10<sup>th</sup> July 2014 – 2 staff  
Child Protection – LSCB – 17<sup>th</sup> & 18<sup>th</sup> Jun 2014 – 2 staff  
Supporting Teaching & Learning Level 3 COURSE –LALS – ongoing.

#### **Specialist subject development courses:**

Exam Officer Training – AQA – 9<sup>th</sup> May 2014 – 1 staff  
Sex Ed – Lovewise – 10<sup>th</sup> Feb 2014 – 1 staff  
I think Therefore iPad – MMU – 27<sup>th</sup> & 28<sup>th</sup> Feb 2014  
Subject Knowledge Enhancement Course – LJMU - 8<sup>th</sup> Feb, 6<sup>th</sup> Mar, 29<sup>th</sup> Mar, 28<sup>th</sup> Apr, 17<sup>th</sup> May, 10 Jun 2014 – 1 staff.

#### **Curriculum Development**

This focused mainly on a continuation of the review of assessment practices, analysis of data and target setting.

#### **2014 GCSE Results:**

Core Subjects taken by all pupils

- 100% pupils gained A\*-G grades
- 82% gained 5 or more A\* - C grades (DfE 79%)
- 71% gained 5 or more A\* - C grades inc. English and Maths (DfE 63%)
- Maths: 76% (2013: 82%)
- English Language: 83% (2013: 70%)
- English Literature: 100% (2013: 77%)
- Science (Core): 82% (2013: 82%)
- Religious Studies: 100% (2013: 88%)
- ECDL (ICT): 82% Level 2 = GCSE Grade B equivalent (2013 82%)
- Trinity Performance Arts Grade 4 and 5: 100% Merit or Distinction.

#### **Option Subjects**

With very small option groups (some as small as 3), the percentage figures lack statistically validity, as one student gaining an A\* - C grade could account for the current year figures showing a 50% increase over the previous year and one student gaining less than C could account for a drop of 50%.

Progress Measurement More useful for measuring our performance is an analysis of the progress of students against their end of KS3 CAT predicted grades. Students achievement against predictors 88% of students achieved the predicted number of GCSEs at A\* - C, with 38% of students achieving the predicted number, 19% achieving above the predicted number and nearly a third of the students achieving well above the number predicted. 100% of the cohort scored at or above their CAT target grades in English Literature and Religious Studies. In English Language, 82% scored at or above their target grades while 92% reached or exceeded their target in Math's and Science. In ECDL, 82% achieved at or above their predicted grades.

## **Christian Fellowship School Trust**

### **Trustees' Report for the year ending 31<sup>st</sup> August, 2014 (continued)**

In option subjects, 100% reached or exceeded their target grade in French and Business Studies. 91% scored at or above their target in Additional Science. In History and Geography, 50% and 73% respectively achieved their predicted grades, while in Art and Music the figures were 67% and 60% respectively.

#### **Results from pupil on alternative education programme**

We were pleased to be able to offer one student an individually tailored education programme combining Entry Level academic qualifications and a range of vocational courses, enabling him to progress successfully to further education. Level 3 passes were achieved in Entry Level Math's, Science, RS and History with a Level 2 pass in Entry Level Functional Skills (Communication), together with a ITQ Level 1 pass in Digital Imaging. A single GCSE entry for his special interest subject secured him a very pleasing Grade B in Photography.

#### **Year 10 results - exams taken a year early**

- RS 92% (2013: 95%)
- Core Science 85% (2013: 93%)

#### **PFA**

During the academic year a number of PFAs (Parents and Friends Association) meetings were held. These meetings provided an opportunity to engage with the wider school community and communicate key development and planning activities. These included the consideration of a Free School application, fundraising, volunteering, community engagement and curriculum development.

#### **Parents in Partnership with School (PiPS)**

On average there tend to be about 10 families involved in PiPS. The group meets twice a week and aims to:

- Offer parents and their pre-school children regular opportunities to play, fellowship, explore aspects of Christian parenting, supporting each other, and having age appropriate slots for teaching bible stories, singing and praying with their children.
- Introduce families to the distinctive vision of school. Many Reception pupils are introduced to the school through PiPS.

#### **Alumni**

During the academic year 2013/14, a core group of alumni have been developing a web site called 'Friends of CFS'. The web site which will be launched in the Spring/Summer of 2015 and will have two main purposes.

The first is to allow past parents, pupils and teachers to register as 'Friends of CFS'. This will allow us to promote events and news.

The second purpose of the web site will be to maintaining links between the school and people who once were a part of the school community. They will be able access news and explore ways of supporting the school and becoming more involved. We are looking forward to the launch of this initiative.



## **Christian Fellowship School Trust**

### **Trustees' Report for the year ending 31<sup>st</sup> August, 2014 (continued)**

#### **Gifts and Donations Received**

A large number of sundry gifts and donations were received by the school during the financial year, totalling £69,000.00. In addition, many items of classroom furniture were donated to the school.

#### **Public Benefit:**

The Directors and Governors are continually considering the opportunity of making the school accessible to many, and also that some of the school's focus and activities would be of benefit to others outside the school community.

- The school building and facilities are used by local church communities for activities such as: Church conferences and a textile group.
- Each year the school supports Operation Christmas Child. Most families in the school prepare a shoe box, and pupils help organise them in the warehouse. We also support a school in the Andaman Islands, Water Aid and hold regular Fair Trade sales.
- The school operates an exchange scheme with a school in the Netherlands. This also involves the sharing of teaching expertise between the staff of both schools.

#### **Financial Accessibility**

- Fees (known as minimum contribution) are charged at significantly less than the average in the north of England, to enable access to a wide range of families.
- The staff in effect supplements the school's income by taking a very low wage (a little over minimum wage). Some work voluntarily or offer voluntary days.
- Emergency hardship funding for families in financial crisis.
- The school administers a sponsorship scheme to help with fees in specific cases such as asylum seekers.
- Bursaries of up to 80% are offered to families on very low income.
- The fee structure reflects reductions for the third and subsequent children. A free place is offered to the 6<sup>th</sup> child.

## **Christian Fellowship School Trust**

### **Trustees' Report for the year ending 31<sup>st</sup> August, 2014 (continued)**

#### **Financial Review**

The results for the year are set out on page 13.

#### **Investment powers and policy**

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Trustees wish. The Directors have established a policy where surplus funds, which are not required for the day to day running of the school, are invested in a deposit account with the Company's Bankers.

#### **Reserves policy**

The Directors have established a reserves policy aiming to have free reserves to cover six months of expenditure. The actual reserves at 31st August 2014 were £194,577. However, the actual free reserves for the period were £48,035. In calculating free reserves, the Trustees have excluded from total funds (£194,577), restricted income funds (£24,565) and tangible fixed assets (£121,977).

#### **Grant Making Policy**

The Directors make grants to deserving causes in response to specific requests made to them.

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

There was a major meeting of parents in April 2007 to discuss future developments. A 3-5 year transition was identified as a period of expanding resources and vision to go into the next major phase. We plan to expand Churches' support for the school in the area of advertising to get more pupils. Part of the outcome of the 3-5 year plan was the establishment of: Parental Ownership Development, Parents in Partnership with School, CFS Alumni, and School Building Redevelopment Project. The Directors will continue to develop and make adequate plans that will position CFS as a school that can meet the demands and challenges of the 21<sup>st</sup> century. Due to serious illness of the new Head Teacher, Miss B. Lord in 2011-2012, the transition has taken longer and is still ongoing with exploration of use of the site and Free School option.

**Christian Fellowship School Trust**  
**Trustees' Report for the year ending 31<sup>st</sup> August, 2014 (continued)**

**Trustees' responsibilities in relation to the financial statement**

Company and Charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of its surplus or deficit for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable Accounting Standards and Statements of Recommended Practice have been followed, subject to any departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud, and other irregularities.

In accordance with Company Law, as the company's Directors, we certify that:

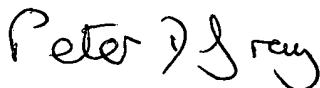
- so far as we are aware, there is no relevant audit information of which the auditors are unaware; and
- as the Directors of the company, we have taken all the steps that we ought to have taken in order to

make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

**Statement as to Disclosure of Information to Auditors**

So far as the trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditor is unaware, and each trustee has taken all the steps that ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

This report was approved by the Board of Trustees on 26<sup>th</sup> March 2015 and signed on its behalf by:



P.D. Gray  
Secretary

## **Christian Fellowship School Trust**

### **Report of the Independent Auditor to the members of Christian Fellowship School Trust**

I have audited the financial statements of Christian Fellowship School Trust for the year ended 31<sup>st</sup> August 2014 as set out on pages 13 to 22. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Section 144 of the Charities Act 2011 and the regulations made under Section 154 of the Act. My audit work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my audit work, for this report, or for the opinions I have formed.

#### **Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 10, 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.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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

#### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, I read all the financial and non-financial information in the trustees report to identify material inconsistencies with the audited financial statements. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

#### **Opinion on financial statements**

In my opinion the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31<sup>st</sup> August 2014 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

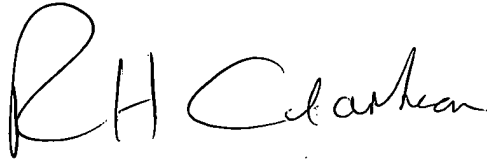
**Christian Fellowship School Trust**

**Report of the Independent Auditor to the Members of  
Christian Fellowship School Trust**

**Matters on which I am required to report by exception**

I have nothing to report in respect of the following matters where the Charities Act 2011 requires me to report to you if, in my opinion:

- The information given in the Trustees Annual Report is inconsistent in any material respect with the financial statements; or
- The charitable company has not kept adequate accounting records and returns; or
- The financial statements are not in agreement with accounting records and returns; or
- I have not received all the information and explanations I require for our audit; or



Robert H Clarkson (Senior Statutory Auditor)  
for and on behalf of Clarkson & Co.  
Centre of Excellence  
Hope Park  
Trevor Foster Way  
Bradford  
BD5 8HH

26<sup>th</sup> March 2015

## Christian Fellowship School Trust

### Statement of Financial Activities and Income and Expenditure Account for the year ended 31<sup>st</sup> August 2014

		Unrestricted Funds £	Restricted Funds £	Total Funds	
				2014 £	2013 £
<b>Incoming Resources</b>	<b>Note</b>				
Incoming Resources from generated funds:					
Voluntary income	2	62,068	8,150	70,218	43,750
Activities for generating funds	3	10,992	-	10,992	6,670
Investment Income	4	68	-	68	59
Incoming Resources from charitable activities	5	449,218	-	449,218	493,113
<b>Total Incoming Resources</b>		522,346	8,150	530,496	543,592
<b>Resources Expended</b>					
Costs of generating funds					
Fundraising trading: costs of goods sold and other costs	6	459	-	459	511
Charitable activities	7	497,371	53	497,424	532,188
Governance costs	8	4,166	-	4,166	5,741
<b>Total Resources Expended</b>		501,996	53	502,049	538,440
<b>Net Incoming/(Outgoing) Resources</b>		20,350	8,097	28,447	5,152
Total funds brought forward at 1 <sup>st</sup> September 2013		165,162	968	166,130	160,978
Total funds carried forward at 31 <sup>st</sup> August 2014		185,512	9,065	194,577	166,130

There are no recognised gains or losses

The notes on pages 15 to 22 form part of these financial statements

## Christian Fellowship School Trust

### Balance Sheet as at 31<sup>st</sup> August 2014

		2014 £	2013 £
	Note		
<b>Fixed Assets</b>			
Tangible Assets	12	121,977	123,368
<b>Current Assets</b>			
Stocks	13	4,816	4,936
Debtors	14	5,996	14,934
Cash at bank and in hand		98,389	67,874
		-----	-----
		109,201	87,744
<b>Creditors Amounts falling due within one year</b>	15	36,601	44,982
		-----	-----
<b>Net Current Assets</b>		72,600	42,762
		-----	-----
<b>Net Assets</b>		194,577	166,130
		=====	=====
<b>Funds</b>			
Unrestricted		185,512	165,162
Restricted	16	9,065	968
		-----	-----
		194,577	166,130
		-----	-----

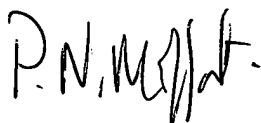
These Financial Statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The Financial Statements were approved by the Board on 26<sup>th</sup> March 2015 and signed on its behalf.

D. Collins



P.N. Moffat



Directors and Trustees

The notes on pages 15 to 22 form part of these financial statements

## **Christian Fellowship School Trust**

### **Notes to the Financial Statements** **for the year ended 31<sup>st</sup> August 2014**

#### **1. Accounting Policies**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice-Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 2006.

The company has taken advantage of the exemption in FRS1 from the requirements to prepare a cash flow statement on the grounds that it is a small company.

#### **Funds**

General funds represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the charity. Funds designated for a particular purpose by the trustees are also unrestricted.

Restricted funds are funds subject to specific conditions imposed by the donors or through the terms of an appeal.

#### **Turnover**

Turnover comprises the amounts receivable in respect of grants, donations, subscriptions and the sale of goods to customers, inclusive of Value Added Tax.

#### **Incoming Resources**

Donations, legacies and other voluntary income.

Voluntary income received by way of grants, donations and gifts is included in the Statement of Financial Activities in the year in which it is received by or on behalf of the charity. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

The charity received substantial amounts of voluntary help from its supporters, but no attempt is made to place a financial value on these services and they have not been included.

#### **Grants Receivable**

Grants are credited to the Statement of Financial Activities in the year in which they are receivable.

#### **Other Income**

Rental income from the letting of the charity's premises is recognised when the rental is due.

#### **Income from Investments**

Interest is accounted for when due and payable.

#### **Resources Expended**

##### **Grants**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the charity.



**Christian Fellowship School Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> August 2014 (continued)**

**1. Accounting Policies (continued)**

**Costs of Generating Voluntary Income**

All expenses relating to fundraising, publicity, public relations and investment management charges are charged to this heading.

**Charitable Activities**

Charitable activities comprise of those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**Governance Costs**

These costs relate to the governance of the company itself, as opposed to the management of charitable activities or fundraising and publicity, and are primarily associated with constitutional, statutory and legal requirements.

**Irrecoverable VAT**

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

**Tangible Fixed Assets and Depreciation**

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Freehold land and buildings	-	2% on cost
Fixture and fittings	-	15% reducing balance
ICT equipment, including computers	-	33.33% on cost
Motor vehicles	-	25% reducing balance

All equipment, fixture and fittings with an original cost of less than £500, are written off in the year in which the expenditure was incurred on the basis that due to the nature of the company's activities, there is no expectation that the cost of the assets will be recovered in the way of future revenues.

**Charitable Status and Taxation**

As a registered charity, the company benefits from rates relief and is generally exempt from income tax and corporation tax. The charity is not registered for Value Added Tax.

## Christian Fellowship School Trust

### Notes to the Financial Statements for the year ended 31<sup>st</sup> August 2014 (continued)

	<b>Total Funds</b>	
	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
<b>2. Voluntary Income</b>		
Sundry donations	58,676	34,197
Income tax recoverable	11,542	9,553
	-----	-----
	<b>70,218</b>	<b>43,750</b>
	=====	=====
<b>3. Activities for Generating Funds</b>		
Hire of school facilities	880	816
Phone/photocopying receipts	39	48
School shop/clothing sales	492	806
Building maintenance/renovation	1,250	-
EBay income	186	-
Bursary fund	8,000	5,000
Tenner Challenge	145	-
	-----	-----
	<b>10,992</b>	<b>6,670</b>
	=====	=====
<b>4. Investment Income</b>		
Interest received	68	59
	=====	=====
<b>5. Incoming Resources from Charitable Activities</b>		
Examination fees	506	587
School fees	392,986	418,958
School trips income	13,924	16,445
SEN fees	26,326	38,523
Swimming fees	8,688	9,786
Sundry income	4,790	1,937
Staff CRB check income	1,998	1,877
Grants	-	5,000
	-----	-----
	<b>449,218</b>	<b>493,113</b>
	=====	=====
<b>6. Fundraising Trading</b>		
Cost of sales	459	511
	=====	=====

## Christian Fellowship School Trust

### Notes to the Financial Statements for the year ended 31<sup>st</sup> August 2014 (continued)

	Total Funds	
	2014	2013
	£	£
<b>7. Charitable Activities</b>		
Grants	-	19,673
Wages and salaries	339,741	367,837
Peripatetic teachers	6,181	6,018
SEN support	212	341
Staff CRB checks	1,119	1,104
Rent and rates	14,994	14,614
Hire of facilities	6,271	5,483
Insurance	8,937	8,471
Heat and light	23,874	29,316
Repairs and maintenance	10,416	9,852
Ground maintenance	3,378	3,179
Building maintenance	3,696	-
Advertising	190	425
Bad debts	717	2,583
Bank charges and interest	920	987
Donations and gifts	4,020	4,773
Education materials	9,492	6,917
Examination fees	6,076	6,658
Licences etc	1,116	896
Motor and travel expenses	6,133	5,987
Photocopier lease	2,681	-
Printing, postage and stationery	5,228	3,520
Refreshments	1,547	2,011
School trips expenses	12,394	15,695
Library fund	53	100
Staff training costs	2,554	1,427
Subscriptions	1,902	1,667
Telephone	2,334	2,410
Sundries	2,682	1,365
Depreciation	4,677	4,644
Sports facility expenses	-	40
Bursary fund	13,869	4,195
EBay expenses	20	-
	-----	-----
	497,424	532,188
	=====	=====
<b>8. Governance Costs</b>		
Legal and professional costs	1,666	3,316
Auditor's remuneration	2,500	2,425
	-----	-----
	4,166	5,741
	=====	=====

## Christian Fellowship School Trust

### Notes to the Financial Statements for the year ended 31<sup>st</sup> August 2014 (continued)

	2014	2013
	£	£
<b>9. Net Outgoing Resources</b>		
Net outgoing resources are stated after charging:		
Depreciation on tangible assets	4,677	4,644
Auditor's remuneration	2,500	2,425
	-----	-----

	2014	2013
	£	£
<b>10. Staff Costs</b>		
Wages and salaries	339,422	363,190
Social Security costs	6,712	11,006
	-----	-----
	346,134	374,196
	=====	=====

The average number of full-time equivalent (including casual and part-time staff) employed by the company during the year was as follows:

	2014	2013
Building maintenance	2	2
Teaching and support staff	24	28
Office administration	3	3

During the year the charity employed members of staff as detailed above. None (2013: None) of whom earned more than £60,000 p.a. The trustees received £Nil remuneration (2013: Nil) during the year. Trustees were reimbursed travelling and subsistence expenses of £Nil (2013: Nil) for the year. There were no other transactions requiring disclosure in respect of trustees, persons closely connected with them or other related parties.

### **11. Pensions**

The charity administers contributions to a stakeholder pension scheme for 1 member of staff (2013:1)  
The charity makes no contributions to this scheme.

**Christian Fellowship School Trust**

**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> August 2014 (continued)**

**12. Tangible Fixed Assets**

	Freehold land & buildings £	School & office equipment £	Fixtures fittings & equipment £	Motor vehicles £	Total £
<b>Cost</b>					
As at 1 <sup>st</sup> September 2013	157,835	20,347	2,156	8,250	188,588
Additions	1,300	1,986	-	-	3,286
Disposals	-	-	-	-	-
	-----	-----	-----	-----	-----
As at 31 <sup>st</sup> August 2014	159,135	22,333	2,156	8,250	191,874
	=====	=====	=====	=====	=====
<b>Depreciation</b>					
As at 1 <sup>st</sup> September 2013	41,031	16,382	1,656	6,151	65,220
Charge for the year	3,185	894	74	524	4,677
Disposals	-	-	-	-	-
	-----	-----	-----	-----	-----
As at 31 <sup>st</sup> August 2014	44,216	17,276	1,730	6,675	69,897
	=====	=====	=====	=====	=====
<b>Net Book Value</b>					
As at 31 <sup>st</sup> August 2014	114,919	5,057	426	1,575	121,977
	=====	=====	=====	=====	=====
As at 31 <sup>st</sup> August 2013	116,804	3,965	500	2,099	123,368
	=====	=====	=====	=====	=====

The freehold buildings consist of the school buildings at Overbury Street, Liverpool, L7 3HL, at cost.

	2014 £	2013 £
<b>13. Stocks</b>		
Toners	-	698
Oil	4,816	4,238
	-----	-----
	4,816	4,936
	=====	=====

The closing stocks are valued at cost or net realisable value, which ever is the lower

	2014 £	2013 £
<b>14. Debtors</b>		
Trade debtors	2,125	9,153
Prepayments and accrued income	1,743	1,362
Other debtors	2,128	4,419
	-----	-----
	5,996	14,934
	=====	=====

**Christian Fellowship School Trust**

**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> August 2014 (continued)**

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

	2014	2013
	£	£
Trade creditors	3,948	5,680
Other taxes and Social Security costs	2,440	2,480
Accruals and deferred income	30,213	36,822
	-----	-----
	36,601	44,982
	=====	=====

**16. Analysis of Net Assets by Fund**

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fixed assets	121,977	-	121,977
Current assets	100,136	9,065	109,201
Current liabilities	(36,601)	-	(36,601)
	-----	-----	-----
Fund balance	185,512	9,065	194,577
	=====	=====	=====

**17. Movement of Funds**

	As at 1/9/2013	Incoming	Outgoing	Transfer	As at 31/8/2014
	£	£	£	£	£
Unrestricted funds	165,162	522,346	501,996	-	185,512
	=====	=====	=====	=====	=====
Library fund	968	-	53	-	915
Gas pipe project	-	8,150	-	-	8,150
	-----	-----	-----	-----	-----
Total restricted funds	968	8,150	53	-	9,065
	=====	=====	=====	=====	=====
<b>Total Funds</b>	166,130	530,496	502,049	-	194,577
	=====	=====	=====	=====	=====

## **Christian Fellowship School Trust**

### **Notes to the Financial Statements** **for the year ended 31<sup>st</sup> August 2014 (continued)**

#### **18. Fund Details**

Details of the various funds held by the charity are as follows:

Name of fund	Description, nature and purpose of the fund
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#### **Unrestricted Funds**

General fund	Any monies not included in any other fund
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#### **Restricted funds**

Library Fund	This fund was set up in 2003 to collect monies towards the provision of a library for the whole school.
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Gas Pipe Project	Fund set up for underground pipe layout from main road into the school.
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**19. Taxation** As a charity, Christian Fellowship School Trust is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1968 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are.

**20. Contingent Liabilities** The company has no contingent liabilities as at 31<sup>st</sup> August 2014 (2013 None)

**21. Capital Commitments** The company has no capital commitments as at 31<sup>st</sup> August 2014 (2013 None) either contracted for or authorised by the directors but not contracted for.

**22. Members' Liability** The company is limited by guarantee, and in the event of the winding up of the company, the liabilities of each member (including those members who have served within the previous twelve months) is limited to a contribution of £10 towards the cost of dissolution and the liabilities incurred by the charity while the contributor was a member. Number of members 4 (2013:7).