



ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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REFERENCE AND ADMINISTRATIVE DETAILS

Members J Flack
R G Hodgkinson (resigned 12 January 2019)
S Munro (appointed 12 November 2018, resigned 10 September 2019)

Trustees J Flack
A C Grimes
R G Hodgkinson (resigned 12 January 2019)³
L K Rourke^{1,2}
S Munro (resigned 10 September 2019)⁴
Reverend P W Tams, Chair
L Bird (appointed 12 November 2018)
N A Gaine (appointed 7 January 2019)
K J Barton (appointed 7 January 2019)

- ¹ Accounting Officer
² Executive Principal
³ Chair until 11 November 2018
⁴ Chair from 12 November 2018 to 4 November 2019

Company registered number 08327233

Company name Elveden Church of England Primary Academy

Principal and registered office London Road
Elveden
Thetford
IP24 3TN

Senior management team L Rourke, Executive Principal
A Keeble, Assistant Headteacher

Independent auditors MA Partners Audit LLP
Chartered Accountants
Statutory Auditor
7 The Close
Norwich
Norfolk
NR1 4DJ

Bankers Lloyds TSB Commercial
PO Box 1000
BX1 1LT

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Solicitors

Stone King LLP
16 St Johns Lane
London
EC1M 4BS

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2019

The Trustees present their annual report together with the financial statements and auditors' report of the charitable company for the year 1 September 2018 to 31 August 2019. The annual report serves the purposes of both a Trustees' report and a directors' report under company law.

Structure, governance and management

a. Constitution

The academy is a charitable company limited by guarantee and an exempt charity.

The charitable company's Memorandum of Association is the primary governing document of the academy.

The Trustees of Elveden Church of England Primary Academy are also the directors of the charitable company for the purposes of company law.

Details of the Trustees who served during the year, and to the date these accounts are approved are included in the Reference and administrative details on page 1.

b. 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.

c. Method of recruitment and appointment or election of Trustees

The management of the academy is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

d. Policies adopted for the induction and training of Trustees

Governors have committed to regular training sessions each year from a recognised consultant and to also attend any other development sessions.

e. Organisational structure

The academy structure now consists of four levels: The Academy Trust, The Governors, The Senior Managers and the school staff. The aim of the management structure is to devolve responsibility and encourage involvement in decision making at all levels.

The Governors are responsible for setting general policy, adopting an annual plan and budget, monitoring the academy by the use of budgets and making major decisions about the direction of the academy, capital expenditure and senior staff appointments.

The Senior Managers are the Principals and an Assistant Head Teacher. These managers control the academy at an executive level implementing the policies laid down by the Governors and reporting back to them. As a group the Senior Managers are responsible for the authorisation of spending within agreed budgets and the appointment of staff, though appointment boards for all posts always contain a Governor.

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

Structure, governance and management (continued)

f. Arrangements for setting pay and remuneration of key management personnel

The arrangements for setting the pay and remuneration of the academy's key management personnel and any benchmarks, parameters or criteria used in setting their pay are defined in the whole school pay policy set by the Governors. The parameters are set using Performance Management targets as agreed in the policy. Increments will only be awarded following successful completion of Performance Management and following review by the Personnel committee.

g. Related parties and other connected charities and organisations

Elveden Church of England Primary Academy has a formal partnership with Forest Academy.

Objectives and activities

a. Objects and aims

In accordance with the articles of association the charitable company has adopted a "Scheme of Government" approved by the Secretary of State for Education. The Scheme of Government specifies, amongst other things, the basis for admitting students to the academy, the catchment area from which the students are drawn, and that the curriculum should comply with the substance of the national curriculum.

The main objectives of the academy during the year ended 31 August 2019 are summarised below:

- To ensure the distinctive Christian character of the school is led and managed to the highest standard.
- To ensure the curriculum is carefully planned and delivered to show progression of knowledge and skills.
- To plan, monitor and evaluate all Pupil Premium spending to ensure maximum impact for disadvantaged pupils.
- 'In lessons where pupils discuss aspects of their work at an advanced level, ensure that every pupil can understand and contribute to the discussion.' (Ofsted)
- To develop the governing bodies of both schools, building on strengths.
- To move forward with MUGA.
- To source funding to repair and improve playground equipment.
- To ensure the budgets of both schools are closely monitored and funds allocated effectively.
- To improve physical and mental health of all staff and children.

b. Objectives, strategies and activities

The academy's mission and ethos statement:

At Elveden C of E Primary Academy, we aim to serve our community by providing an education of the highest quality within a framework of Christian belief and values. We encourage an understanding of the meaning and significance of faith, and promote Christian values through the experiences we offer to all of our children.

The academy's vision:

We celebrate the uniqueness of every child and encourage them to shine in all they do, building a memory bank of learning experiences which prepare them for life's journey. Let your Light Shine. (Matthew 5:16)

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Objectives and activities (continued)

c. Public benefit

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The principal object and activity of the charitable company is the operation of the Elveden C of E Primary Academy to advance, for the public benefit, education in the United Kingdom, in particular but without prejudice to the generality of the foregoing by establishing, maintaining, carrying on, managing and developing a school offering a broad and balanced curriculum.

The Governors confirm they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the academy's aims and objectives.

Strategic report

Achievements and performance

a. Key performance indicators

The academy is committed to observing the importance of performance indicators to ensure that it continues to strive for both educational and financial excellence.

In its last inspection in February 2016, Ofsted concluded that the academy was an Outstanding school in all areas.

2019

Early Years GLD	Elveden Academy	National
	58%	72%

Achievement at the end of Key Stage 1

Subject	EXPECTED+		Greater Depth	
	Elveden Academy	National Average	Elveden Academy	National Average
Reading	75%	75%	25%	25%
Writing	75%	69%	25%	15%
Maths	83%	76%	25%	22%
RWM	75%	65%	17%	11%

Y1 Phonics screening % achieving expected standard	Elveden Academy	National
	92%	82%

Achievement at the end of Key Stage 2

End of Y6 (national in brackets)	Reading	GPS	Writing	Maths	Combined
2019	93% (73%)	93% (78%)	86% (78%)	93% (79%)	86% (65%)
Higher standard	36% (27%)	64% (36%)	36% (20%)	36% (27%)	14% (11%)

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

Strategic report (continued)

Achievements and performance (continued)

Average scaled score	Elveden Academy	National 2018
Reading	108	104
GPS	110	106
Mathematics	108	105

PROGRESS KS2

Progress	Overall
Reading	+0.3
Writing	-1.5
Maths	+0.4

b. Going concern

After making appropriate enquiries, the board of Trustees has a reasonable expectation that the academy has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Financial review

a. Reserves policy

The Governors aim to maintain free reserves to ensure that there is sufficient working capital to cover delays between spending and receipt of grants and to provide a cushion to deal with unexpected emergencies such as urgent maintenance. The current target is to hold free reserves of £104,000 being approximately three month's salary costs. As at 31 August 2019, the academy had free reserves (total funds less the amount held in fixed assets, designated and restricted funds) of £53,934 (2018 - £69,079) due to unexpected staffing costs related to maternity pay.

b. Deficit

The balance sheet includes a deficit on the Pension Reserve of £82,000 (2018 - £29,000) being the academy's FRS 102 valuation of its share of the Local Government Pension Scheme (see note 21 for further details).

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Strategic report (continued)

Financial review (continued)

c. Principal risks and uncertainties

The Governors have assessed the major risks to which the charitable company is exposed, in particular those relating to the specific teaching, provision of facilities and other operational areas of the academy, and its finances.

The Governors have implemented a number of systems to assess risks that the school faces, especially in the operational areas (e.g. in relation to teaching, health and safety, bullying and school trips) and in relation to the control of finance. They have introduced systems, including operational procedures (e.g. vetting of new staff and visitors, supervision of school grounds) and internal financial controls (see below) in order to minimise risk.

Where significant financial risk still remains they have ensured they have adequate insurance cover. They are satisfied that these systems are consistent with guidelines issued by the Charities Commission.

The academy has an effective system of internal financial controls and this is explained in more detail in the Governance Statement.

Fundraising

The academy raises funds from the school community and third parties on an ad hoc basis. Professional fundraisers or commercial participators are not used. Fund raising activities are monitored by the SLT and the Governors. No complaints have been received in relation to fundraising activities. The academy endeavours to take all practical measures to protect the public from unreasonable intrusion on a person's privacy, unreasonably persistent approaches and undue pressure to give.

Plans for future periods

Priorities for 2019/20 are:

- To clarify and secure the long term sustainable future of Elveden as a standalone academy, and the partnership with Forest Academy
- To develop the governing bodies of both schools, building on strengths.
- For governors to support the HT's with the financial strategic leadership of the school.
- To ensure that leaders' and governors' actions continue to improve standards of teaching, learning and assessment in English and mathematics in key stage 2 are monitored closely.
- To challenge more able children across the curriculum
- To increase progress in EYFS from their starting points.
- To improve the physical and mental health of all children and staff.

Disclosure of information to auditors

Insofar as the Trustees are aware:

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

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2019

Auditors

The auditors, MA Partners Audit LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

The Trustees' report, incorporating a strategic report, was approved by order of the board of Trustees, as the company directors, on 25 November 2019 and signed on its behalf by:



.....
Reverend F W Tams

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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GOVERNANCE STATEMENT

Scope of responsibility

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

The board of Trustees has delegated the day-to-day responsibility to the Principal, 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 Elveden Church of England Primary Academy and the Secretary of State for Education. They are also responsible for reporting to the board of Trustees any material weaknesses or breakdowns in internal control.

Governance

The information on governance included here supplements that described in the Trustees' report and in the Statement of Trustees' responsibilities. The board of Trustees has formally met 3 times during the year.

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

Trustee	Meetings attended	Out of a possible
J Flack	2	3
A C Grimes	3	3
R G Hodgkinson	1	1
L K Rourke	3	3
S Munro	3	3
Reverend P W Tams	1	1
L Bird	2	2
N A Gaine	1	2
K J Barton	2	2

The board of Trustees meet at least 3 times a year to ensure oversight of funds for the school. Trustees are also provided with monthly budget reports and are able to raise any questions they have. This ensures that effective oversight of funds is in place and Trustees always have an up to date understanding of the current financial position of the school.

There have been changes in the composition of Trustees and the coverage of our work. The Trustees are determined to become more effective as their experience increases. The joint collaboration of Trustees from the two schools is providing more support to the headteachers. Furthermore, the Trustees are holding the headteachers to account e.g. in their shared drive to raise standards.

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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GOVERNANCE STATEMENT (CONTINUED)

Review of value for money

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

The accounting officer considers how the academy's use of its resources has provided good value for money during each academic year, and reports to the board of Trustees where value for money can be improved, including the use of benchmarking data where appropriate. The accounting officer for the academy has delivered improved value for money during the year by ensuring all expenditure is focused on improving standards through:

- employing staff with sufficient skills and experience to meet the needs of our pupils
- providing CPD to ensure all staff improve their practice over time and are motivated to develop professionally
- purchasing resources which are engaging and inspire children to learn
- providing educational experiences to increase cultural capital
- maintaining the school buildings and site to a high standard to be safe and conducive to learning
- purchasing appropriate external support to manage the school effectively e.g. financial, HR, maintenance and premises.

The purpose of the system of internal control

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

Capacity to handle risk

The board of Trustees has reviewed the key risks to which the academy is exposed together with the operating, financial and compliance controls that have been implemented to mitigate those risks. The board of Trustees is of the view that there is a formal ongoing process for identifying, evaluating and managing the academy's significant risks that has been in place for the year 1 September 2018 to 31 August 2019 and up to the date of approval of the annual report and financial statements. This process is regularly reviewed by the board of Trustees.

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GOVERNANCE STATEMENT (CONTINUED)

The risk and control framework

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

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

The board of Trustees has considered the need for a specific internal audit function and has decided to appoint TWR Accountants Limited ("TWR"), an independent firm of accountants, as internal auditor.

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

- testing of payroll systems
- testing of purchase systems
- testing of control account / bank reconciliations

On termly basis, the internal auditor reports to the board of Trustees on the operation of the systems of control and on the discharge of the Trustees' financial responsibilities.

TWR has delivered their schedule of work as planned. They provide details of any material control issues arising as a result of their work and, if relevant, instruct the school as to any remedial action to be taken to rectify.

Review of effectiveness

As accounting officer, the Principal has responsibility for reviewing the effectiveness of the system of internal control. During the year in question the review has been informed by:

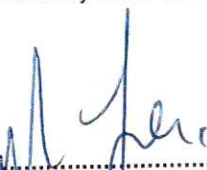
- the work of the internal auditor;
- the work of the external auditors;
- the financial management and governance self-assessment process;
- the work of the executive managers within the academy who have responsibility for the development and maintenance of the internal control framework.

The accounting officer has been advised of the implications of the result of their review of the system of internal control by the Board of Trustees and a plan to address weaknesses and ensure continuous improvement of the system is in place.

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GOVERNANCE STATEMENT (CONTINUED)

Approved by order of the members of the board of Trustees and signed on their behalf by:



.....
Reverend P W Tams
Chair of Trustees

Date: 25 November 2019



.....
L Rourke
Accounting Officer

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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STATEMENT ON REGULARITY, PROPRIETY AND COMPLIANCE

As accounting officer of Elveden Church of England Primary Academy I have considered my responsibility to notify the academy board of Trustees and the Education & Skills Funding Agency (ESFA) of material irregularity, impropriety and non-compliance with terms and conditions of all funding received by the academy, under the funding agreement in place between the academy and the Secretary of State for Education. As part of my consideration I have had due regard to the requirements of the Academies Financial Handbook 2018.

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

I confirm that no instances of material irregularity, impropriety or funding non-compliance have been discovered to date. If any instances are identified after the date of this statement, these will be notified to the board of Trustees and ESFA.



.....
L Rourke
Accounting Officer

Date: 25 November 2019

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 AUGUST 2019

The Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with the Academies Accounts Direction published by the Education & Skills Funding Agency, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

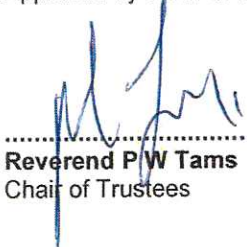
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting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

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

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

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

Approved by order of the members of the board of Trustees on 25 November 2019 and signed on its behalf by:



.....
Reverend P W Tams
Chair of Trustees

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY**

Opinion

We have audited the financial statements of Elveden Church of England Primary Academy (the 'academy') for the year ended 31 August 2019 which comprise the Statement of Financial Activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

In our opinion the financial statements:

- give a true and fair view of the state of the academy's affairs as at 31 August 2019 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities SORP 2015 and the Academies Accounts Direction 2018 to 2019 issued by the Education & Skills Funding Agency.

Basis for opinion

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

Conclusions relating to going concern

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

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

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY (CONTINUED)**

Other information

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

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

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

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

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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**INDEPENDENT AUDITORS' REPORT ON THE FINANCIAL STATEMENTS TO THE MEMBERS OF
ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY (CONTINUED)**

Responsibilities of trustees

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

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

Auditors' responsibilities for the audit of the financial statements

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

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

Use of our report

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



Frank Shippam BSc FCA DChA (Senior statutory auditor)

for and on behalf of
MA Partners Audit LLP
Chartered Accountants
Statutory Auditor
7 The Close
Norwich
Norfolk
NR1 4DJ

17 December 2019

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO ELVEDEN
CHURCH OF ENGLAND PRIMARY ACADEMY AND THE EDUCATION & SKILLS FUNDING AGENCY**

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

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

Respective responsibilities of Elveden Church of England Primary Academy's accounting officer and the reporting accountant

The accounting officer is responsible, under the requirements of Elveden Church of England Primary Academy's funding agreement with the Secretary of State for Education dated 31 September 2012 and the Academies Financial Handbook, extant from 1 September 2018, for ensuring that expenditure disbursed and income received is applied for the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Our responsibilities for this engagement are established in the United Kingdom by our profession's ethical guidance and are to obtain limited assurance and report in accordance with our engagement letter and the requirements of the Academies Accounts Direction 2018 to 2019. We report to you whether anything has come to our attention in carrying out our work which suggests that in all material respects, expenditure disbursed and income received during the year 1 September 2018 to 31 August 2019 have not been applied to purposes intended by Parliament or that the financial transactions do not conform to the authorities which govern them.

Approach

We conducted our engagement in accordance with the Academies Accounts Direction 2018 to 2019 issued by ESFA. We performed a limited assurance engagement as defined in our engagement letter.

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

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

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

Our Procedures included, but were not limited to, the following:

- Reviewing the processes for identifying and declaring business interests, related parties and transactions with connected parties;
- Reviewing minutes of meetings and making enquiries of Trustees and management;
- Performing an evaluation of the general control environment;

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

**INDEPENDENT REPORTING ACCOUNTANT'S ASSURANCE REPORT ON REGULARITY TO ELVEDEN
CHURCH OF ENGLAND PRIMARY ACADEMY AND THE EDUCATION & SKILLS FUNDING AGENCY
(CONTINUED)**

- Sample testing of expenditure to ensure the Trust's lines of delegation and procurement policies have been adhered to, that employees have not personally benefited from any transaction and that goods and services have been authorised and disclosed as necessary
- Sample testing of restricted income to ensure it has been spent as the purposes intended;
- Reviewing transactions which may not fall within the delegated authority of the Trust and ensuring any such transactions have been authorised and disclosed as necessary;
- Reviewing compliance with *Annex C: Schedule of requirements (the "musts")* of the Academies Financial Handbook 2018.

Where applicable, this work was integrated with our audit on the financial statements to the extent evidence from the conduct of the audit supports the regularity conclusion.

Conclusion

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

MA Partners Audit LLP

MA Partners Audit LLP

7 The Close
Norwich
Norfolk
NR1 4DJ

Date: 17 December 2019

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £	Total funds 2018 £
Income from:						
Donations and capital grants	3	337	580	128,034	128,951	-
Charitable activities		18,666	477,312	-	495,978	480,035
Other trading activities		6,256	500	-	6,756	3,123
Investments	6	717	-	-	717	69
Total income		25,976	478,392	128,034	632,402	483,227
Expenditure on:						
Charitable activities		10,279	518,584	40,734	569,597	511,124
Total expenditure		10,279	518,584	40,734	569,597	511,124
Net income/(expenditure)		15,697	(40,192)	87,300	62,805	(27,897)
Transfers between funds	16	(37,597)	6,096	31,501	-	-
Net movement in funds before other recognised gains/(losses)		(21,900)	(34,096)	118,801	62,805	(27,897)
Other recognised gains/(losses):						
Actuarial losses on defined benefit pension schemes	21	-	(40,000)	-	(40,000)	19,000
Net movement in funds		(21,900)	(74,096)	118,801	22,805	(8,897)

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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

Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £	<i>Total funds 2018 £</i>
Reconciliation of funds:					
Total funds brought forward	81,545	19,469	703,455	804,469	813,366
Net movement in funds	(21,900)	(74,096)	118,801	22,805	(8,897)
Total funds carried forward	<u>59,645</u>	<u>(54,627)</u>	<u>822,256</u>	<u>827,274</u>	<u>804,469</u>

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

The notes on pages 25 to 50 form part of these financial statements.

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)
REGISTERED NUMBER: 08327233

BALANCE SHEET
AS AT 31 AUGUST 2019

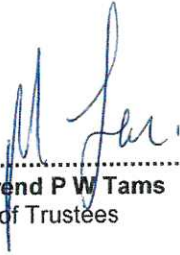
	Note	2019 £	2018 £
Fixed assets			
Tangible assets	13	705,955	703,455
		<u>705,955</u>	<u>703,455</u>
Current assets			
Stocks		786	1,001
Debtors	14	45,212	26,324
Cash at bank and in hand		196,357	131,195
		<u>242,355</u>	<u>158,520</u>
Creditors: amounts falling due within one year	15	(39,036)	(28,506)
Net current assets		<u>203,319</u>	<u>130,014</u>
Total assets less current liabilities		<u>909,274</u>	<u>833,469</u>
Net assets excluding pension liability		<u>909,274</u>	<u>833,469</u>
Defined benefit pension scheme liability	21	(82,000)	(29,000)
Total net assets		<u><u>827,274</u></u>	<u><u>804,469</u></u>
Funds of the academy			
Restricted funds:			
Fixed asset funds	16	822,256	703,455
Restricted income funds	16	27,373	48,469
Restricted funds excluding pension asset	16	<u>849,629</u>	<u>751,924</u>
Pension reserve	16	(82,000)	(29,000)
Total restricted funds	16	<u>767,629</u>	<u>722,924</u>
Unrestricted income funds	16	<u>59,645</u>	<u>81,545</u>
Total funds		<u><u>827,274</u></u>	<u><u>804,469</u></u>

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

BALANCE SHEET (CONTINUED)
AS AT 31 AUGUST 2019

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements on pages 20 to 50 were approved by the Trustees, and authorised for issue on 25 November 2019 and are signed on their behalf, by:



.....

Reverend P W Tams
Chair of Trustees

The notes on pages 25 to 50 form part of these financial statements.

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 AUGUST 2019

	Note	2019 £	2018 £
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	18	(17,855)	24,089
Cash flows from investing activities	19	83,017	(6,250)
Change in cash and cash equivalents in the year		65,162	17,839
Cash and cash equivalents at the beginning of the year		131,195	113,356
Cash and cash equivalents at the end of the year	20	<u>196,357</u>	<u>131,195</u>

The notes on pages 25 to 50 from part of these financial statements

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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

1. Accounting policies

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

1.1 Basis of preparation of financial statements

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

Elveden Church of England Primary Academy meets the definition of a public benefit entity under FRS 102.

1.2 Going concern

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

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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

1. Accounting policies (continued)

1.3 Income

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

• **Legacies**

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the academy has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the academy, can be reliably measured.

• **Grants**

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

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

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

• **Donations**

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

1.4 Expenditure

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

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

1. Accounting policies (continued)

1.4 Expenditure (continued)

• **Charitable activities**

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

All resources expended are inclusive of irrecoverable VAT.

1.5 Tangible fixed assets

Assets costing £250 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

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

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

Depreciation is provided on the following bases:

Leasehold Land	- over lease term
Leasehold Buildings	- 4%
Furniture and equipment	- 20%
Computer equipment	- 25%

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.

The academy is party to an underlease agreement for the school property. The underlease is for a period of 125 years from 1 January 2013 and substantially all the risks and rewards of ownership have been transferred to the academy for £nil rental. As such, the school property was recognised as a fixed asset in the financial statements for the period ended 31 August 2013 at a depreciated replacement cost of £809,000 (the corresponding entry was recognised as voluntary income). The depreciated replacement cost was based upon a desktop valuation carried out by Mouchel on behalf of the ESFA at 31 March 2013.

1.6 Debtors

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

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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

1. Accounting policies (continued)

1.7 Cash at bank and in hand

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

1.8 Liabilities

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

1.9 Financial instruments

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

Financial assets - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 14. Prepayments are not financial instruments. Amounts due to the academy's wholly owned subsidiary are held at face value less any impairment. Cash at bank is classified as a basic financial instrument and is measured at face value.

Financial liabilities - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in note 15. Taxation and social security are not included in the financial instruments disclosure definition. Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument. Amounts due to the academy's wholly owned subsidiary are held at face value less any impairment.

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

1. Accounting policies (continued)

1.10 Pensions

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

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

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

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

1.11 Fund accounting

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

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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

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

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

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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

2. Critical accounting estimates and areas of judgment

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

Critical accounting estimates and assumptions:

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

The present value of the Local Government Pension Scheme defined benefit liability depends on a number of factors that are determined on an actuarial basis using a variety of assumptions. The assumptions used in determining the net cost or income for pensions include the discount rate. Any changes in these assumptions, which are disclosed in note 21, will impact the carrying amount of the pension liability. Furthermore a roll forward approach which projects results from the latest full actuarial valuation performed at 31 March 2016 has been used by the actuary in valuing the pensions liability at 31 August 2019. Any differences between the figures derived from the roll forward approach and a full actuarial valuation would impact on the carrying amount of the pension liability.

In assessing the carrying value of tangible fixed assets the Trustees estimate the anticipated useful lives and residual values of the assets. There have been no significant revisions to these estimations in the current financial year.

3. Income from donations and capital grants

	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £
Donations	337	580	2,500	3,417
Capital Grants	-	-	125,534	125,534
Total 2019	337	580	128,034	128,951
<i>Total 2018</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

4. Funding for the academy's educational operations

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	<i>Total funds 2018 £</i>
DfE/ESFA grants				
General Annual Grant	-	404,760	404,760	399,883
Pupil Premium	-	15,890	15,890	16,700
Developed Formula Capital	-	-	-	4,911
PE and Sport Grant	-	16,710	16,710	16,480
Universal Infant Free School Meals	-	10,507	10,507	12,473
Rates Relief	-	1,380	1,380	969
Teacher Pay Grant	-	3,046	3,046	-
	-	452,293	452,293	451,416
Other Government grants				
SEN Funding	-	22,297	22,297	8,083
	-	22,297	22,297	8,083
Other income from the academy trust's educational operations				
Catering Income	9,678	-	9,678	7,137
School Fund and Trip Income	8,988	2,722	11,710	13,399
Total 2019	18,666	477,312	495,978	480,035
<i>Total 2018</i>	<i>20,536</i>	<i>459,499</i>	<i>480,035</i>	

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

5. Income from other trading activities

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Other income	830	500	1,330	3,123
Insurance claim	5,426	-	5,426	-
Total 2019	6,256	500	6,756	3,123
<i>Total 2018</i>	<i>3,123</i>	<i>-</i>	<i>3,123</i>	

6. Investment income

	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Interest received	717	717	69

7. Expenditure

	Staff Costs 2019 £	Premises 2019 £	Other 2019 £	Total 2019 £	Total 2018 £
Educational activities:					
Direct costs	322,538	-	41,288	363,826	331,342
Support costs	59,522	48,801	97,448	205,771	179,782
Total 2019	382,060	48,801	138,736	569,597	511,124
<i>Total 2018</i>	<i>339,833</i>	<i>43,160</i>	<i>128,131</i>	<i>511,124</i>	

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

8. Analysis of expenditure by activities

	Activities undertaken directly 2019 £	Support costs 2019 £	Total funds 2019 £	<i>Total funds 2018 £</i>
Educational operations	363,826	205,771	569,597	511,124
<i>Total 2018</i>	331,342	179,782	511,124	

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2019 £	<i>Total funds 2018 £</i>
Staff costs	322,539	285,312
Teaching resources	16,029	10,478
Payments to other schools	15,610	13,908
Curriculum services	6,622	13,168
Staff development and training	2,026	7,136
Pension income	1,000	1,000
Agency staff	-	340
	363,826	331,342

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2019 £	<i>Total funds 2018 £</i>
Staff costs	59,522	54,181
Depreciation	40,734	38,085
Admin costs	25,873	18,422
Catering costs	19,821	22,015
Maintenance of property and equipment	14,855	10,247
Light, heat and water	8,960	8,592
School fund and trip expenditure	8,742	5,073
Insurance	7,984	6,483
Computer costs	2,779	2,953
Staff travel	1,363	968
Rent and rates	1,071	890
Advertising and recruitment	150	50
Bank Charges	64	201
Governance costs	13,851	11,622
	205,771	179,782

9. Net income/(expenditure)

Net income/(expenditure) for the year includes:

	2019 £	<i>2018 £</i>
Depreciation of tangible fixed assets	40,734	38,085
Fees paid to auditors for:		
- audit	3,675	3,550
- other services	5,316	7,282

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
(A company limited by guarantee)

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

10. Staff costs

a. Staff costs

Staff costs during the year were as follows:

	2019	2018
	£	£
Wages and salaries	305,259	272,239
Social security costs	25,406	19,891
Pension costs	51,395	47,363
	382,060	339,493
Agency staff costs	-	340
	382,060	339,833

b. Staff numbers

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

	2019	2018
	No.	No.
Teachers	6	5
Administration and support	11	11
Management	1	1
	18	17

The average headcount expressed as full-time equivalents was:

	2019	2018
	No.	No.
Teachers	5	5
Administration and support	5	6
Management	1	1
	11	12

ELVEDEN CHURCH OF ENGLAND PRIMARY ACADEMY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2019

10. Staff costs (continued)

c. Higher paid staff

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

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

d. Key management personnel

The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the academy trust was £133,260 (2018 - £123,250).

11. Trustees' remuneration and expenses

One or more Trustees has been paid remuneration or has received other benefits from an employment with the academy. The principal and other staff Trustees only receive remuneration in respect of services they provide undertaking the roles of principal and staff members under their contracts of employment. The value of Trustees' remuneration and other benefits was as follows:

		2019	2018
		£	£
L Rourke	Remuneration	70,000 -	70,000 -
		75,000	75,000
	Pension contributions paid	0 - 5,000	0 - 5,000

During the year ended 31 August 2019, expenses totaling £155 were reimbursed or paid directly to 2 Trustees (2018 - £651 to 3 Trustees).

12. Trustees' and Officers' insurance

The academy has opted into the Department of Education's risk protection arrangement (RPA), an alternative to insurance where UK government funds cover losses that arise. This scheme protects Trustees and officers from claims arising from negligent acts, errors or omissions occurring whilst on academy business, and provides cover up to £10,000,000. It is not possible to quantify the Trustees and officers indemnity element from the overall cost of the RPA scheme membership.

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

13. Tangible fixed assets

	Long-term leasehold property £	Furniture and equipment £	Computer equipment £	Total £
Cost or valuation				
At 1 September 2018	809,000	62,944	37,675	909,619
Additions	12,050	29,940	1,244	43,234
At 31 August 2019	<u>821,050</u>	<u>92,884</u>	<u>38,919</u>	<u>952,853</u>
Depreciation				
At 1 September 2018	123,761	52,473	29,930	206,164
Charge for the year	23,914	12,378	4,442	40,734
At 31 August 2019	<u>147,675</u>	<u>64,851</u>	<u>34,372</u>	<u>246,898</u>
Net book value				
At 31 August 2019	<u>673,375</u>	<u>28,033</u>	<u>4,547</u>	<u>705,955</u>
At 31 August 2018	<u>685,239</u>	<u>10,471</u>	<u>7,745</u>	<u>703,455</u>

14. Debtors

	2019 £	2018 £
Due within one year		
Trade debtors	8,971	-
Other debtors	28,607	17,221
Prepayments and accrued income	7,634	9,103
	<u>45,212</u>	<u>26,324</u>

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15. Creditors: Amounts falling due within one year

	2019	2018
	£	£
Trade creditors	7,044	6,324
Other taxation and social security	7,492	5,036
Other creditors	4,646	3,844
Accruals and deferred income	19,854	13,302
	<u>39,036</u>	<u>28,506</u>
	2019	2018
	£	£
Deferred income at 1 September 2018	6,756	7,648
Resources deferred during the year	13,276	6,756
Amounts released from previous periods	(6,756)	(7,648)
	<u>13,276</u>	<u>6,756</u>

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NOTES TO THE FINANCIAL STATEMENTS
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16. Statement of funds

	Balance at 1 September 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2019 £
Unrestricted funds						
Designated funds						
School fund	12,466	8,988	(10,279)	(4,964)	-	6,211
General funds						
General fund	69,079	16,988	-	(32,633)	-	53,434
Total Unrestricted funds	81,545	25,976	(10,279)	(37,597)	-	59,645
Restricted general funds						
General Annual Grant (GAG)	-	407,806	(426,578)	18,772	-	-
Pupil Premium	8,061	15,890	(14,148)	-	-	9,803
PE and Sports grant	30,244	16,710	(7,753)	(26,065)	-	13,136
Devolved Formula Capital	9,800	-	-	(7,708)	-	2,092
Rates relief	364	1,380	(1,071)	-	-	673
Universal Infant Free School Meals	-	10,507	(10,507)	-	-	-
SEN funding	-	22,297	(22,297)	-	-	-
Multi Use Games Area	-	-	(4,133)	4,133	-	-
Playground	-	3,222	(6,517)	4,964	-	1,669
The Jerusalem Trust	-	580	(580)	-	-	-
Pension reserve	(29,000)	-	(25,000)	12,000	(40,000)	(82,000)
	19,469	478,392	(518,584)	6,096	(40,000)	(54,627)

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16. Statement of funds (continued)

	Balance at 1 September 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 August 2019 £
Restricted fixed asset funds						
Capital assets transferred from LA on conversion	685,240	-	(23,432)	-	-	661,808
Capital expenditure from GAG	17,405	-	(10,146)	1,861	-	9,120
Capital expenditure from Pupil Premium	810	-	(809)	-	-	1
Capital expenditure from DFC	-	484	(652)	7,708	-	7,540
Capital expenditure from PE grant	-	-	(5,213)	26,065	-	20,852
Multi Use Games Area	-	115,000	-	(4,133)	-	110,867
Fire door	-	12,050	(482)	-	-	11,568
Stepping stone	-	500	-	-	-	500
	<u>703,455</u>	<u>128,034</u>	<u>(40,734)</u>	<u>31,501</u>	<u>-</u>	<u>822,256</u>
Total Restricted funds	<u>722,924</u>	<u>606,426</u>	<u>(559,318)</u>	<u>37,597</u>	<u>(40,000)</u>	<u>767,629</u>
Total funds	<u>804,469</u>	<u>632,402</u>	<u>(569,597)</u>	<u>-</u>	<u>(40,000)</u>	<u>827,274</u>

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

The General Annual Grant (GAG) is for the normal running costs of the Academy. The following transfers have been made from the GAG: £12,000 to restricted pension reserve representing the cost of employer contributions towards the Local Government Pension Scheme, £1,861 to the restricted fixed asset funds representing fixed assets purchased from GAG monies. A further transfer was made to the GAG fund from unrestricted reserves of £32,633 to clear the deficit arising on the GAG fund.

The Pupil Premium income has been provided by the ESFA to help raise the attainment of disadvantaged

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16. Statement of funds (continued)

pupils.

The PE and Sports grant represents funding received towards the cost of improving PE provision. The balance on the PE Grant will continue to be used for the cost of improving PE provision and together with additional grant funding will pay for a Multi Use Games Area.

The Devolved Formula Capital fund relates to funding for the cost of minor capital works and ICT replacement.

Rates relief income was provided towards the cost of business rates of the academy.

The Universal Infant Free School Meals funding was received from the ESFA to assist with the provision of free school meals to all children in Reception, Year 1 and Year 2.

The SEN funding has been received to support those pupils within the academy who have special educational needs.

The Pension reserve deficit at the period end was £82,000 and represents the academy's share of the deficit of the Local Government Pension Scheme.

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

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NOTES TO THE FINANCIAL STATEMENTS
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16. Statement of funds (continued)

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

	<i>Balance at 1 September 2017</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Gains/ (Losses)</i>	<i>Balance at 31 August 2018</i>
	£	£	£	£	£	£
Unrestricted funds						
Designated funds						
School fund	5,699	13,399	(6,632)	-	-	12,466
General funds						
General Funds	71,728	10,329	-	(12,978)	-	69,079
Total Unrestricted funds	77,427	23,728	(6,632)	(12,978)	-	81,545
Restricted general funds						
General Annual Grant (GAG)	-	399,883	(389,653)	(10,230)	-	-
Pupil Premium	13,925	16,700	(22,564)	-	-	8,061
PE and Sports grant	18,793	16,480	(5,029)	-	-	30,244
Devolved Formula Capital	-	4,911	-	4,889	-	9,800
Rates relief	-	969	(605)	-	-	364
Universal Infant Free School Meals	-	12,473	(12,473)	-	-	-
SEN funding	-	8,083	(8,083)	-	-	-
Pension reserve	(32,000)	-	(28,000)	12,000	19,000	(29,000)
	718	459,499	(466,407)	6,659	19,000	19,469
Restricted fixed asset funds						

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**NOTES TO THE FINANCIAL STATEMENTS
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16. Statement of funds (continued)

	<i>Balance at 1 September 2017 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 August 2018 £</i>
Capital assets transferred from LA on conversion	708,671	-	(23,431)	-	-	685,240
Capital expenditure from DFC	1,667	-	(1,667)	-	-	-
Capital expenditure from GAG	23,185	-	(12,099)	6,319	-	17,405
Capital expenditure from Pupil Premium	1,698	-	(888)	-	-	810
	<u>735,221</u>	<u>-</u>	<u>(38,085)</u>	<u>6,319</u>	<u>-</u>	<u>703,455</u>
Total Restricted funds	<u>735,939</u>	<u>459,499</u>	<u>(504,492)</u>	<u>12,978</u>	<u>19,000</u>	<u>722,924</u>
Total funds	<u><u>813,366</u></u>	<u><u>483,227</u></u>	<u><u>(511,124)</u></u>	<u><u>-</u></u>	<u><u>19,000</u></u>	<u><u>804,469</u></u>

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2019 £	Restricted funds 2019 £	Restricted fixed asset funds 2019 £	Total funds 2019 £
Tangible fixed assets	-	-	705,955	705,955
Current assets	59,645	66,409	116,301	242,355
Creditors due within one year	-	(39,036)	-	(39,036)
Provisions for liabilities and charges	-	(82,000)	-	(82,000)
Total	<u><u>59,645</u></u>	<u><u>(54,627)</u></u>	<u><u>822,256</u></u>	<u><u>827,274</u></u>

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17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2018 £</i>	<i>Restricted funds 2018 £</i>	<i>Restricted fixed asset funds 2018 £</i>	<i>Total funds 2018 £</i>
Tangible fixed assets	-	-	703,455	703,455
Current assets	81,545	76,975	-	158,520
Creditors due within one year	-	(28,506)	-	(28,506)
Provisions for liabilities and charges	-	(29,000)	-	(29,000)
Total	81,545	19,469	703,455	804,469

18. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2019 £	2018 £
Net income/(expenditure) for the year (as per Statement of financial activities)	62,805	(27,897)
Adjustments for:		
Depreciation	40,734	38,085
Capital grants from DfE and other capital income	(125,534)	-
Interest receivable	(717)	(69)
Defined benefit pension scheme cost less contributions payable	12,000	15,000
Defined benefit pension scheme finance cost	1,000	1,000
Decrease in stocks	215	50
(Increase)/decrease in debtors	(18,888)	4,582
Increase/(decrease) in creditors	10,530	(6,662)
Net cash (used in)/provided by operating activities	(17,855)	24,089

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19. Cash flows from investing activities

	2019	2018
	£	£
Dividends, interest and rents from investments	717	69
Purchase of tangible fixed assets	(43,234)	(6,319)
Capital grants from DfE Group	10,534	-
Capital funding received from sponsors and others	115,000	-
Net cash provided by/(used in) investing activities	83,017	(6,250)

20. Analysis of cash and cash equivalents

	2019	2018
	£	£
Cash in hand	196,357	131,195
Total cash and cash equivalents	196,357	131,195

21. Pension commitments

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

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

A further valuation of the LGPS was underway at the date of signing of these accounts, but the results were not finalised and therefore are not reflected within this note.

Contributions amounting to £4,646 were payable to the schemes at 31 August 2019 (2018 - £3,669) and are included within creditors.

Teachers' Pension Scheme

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

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21. Pension commitments (continued)

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2016. The valuation report was published by the Department for Education in March 2019. The key elements of the valuation and subsequent consultation are:

- an increase in employer rates from 16.48% to 23.68% of pensionable pay (including a 0.08% employer administration charge), this rise has been delayed from 1 April 2019 to 1 September 2019
- total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million giving a notional past service deficit of £22,000 million
- an employer cost cap of 10.9% of pensionable pay will be applied to future valuations
- there will be funding from the DFE for the financial year 2019/20 to help maintained schools and academies meet the additional costs resulting from the scheme valuation. Funding for 2020/21 onwards will be discussed as part of the next Spending Review round.

The TPS valuation for 2016 determined an employer rate of 23.6%, which is payable from September 2019. The next valuation of the TPS will be at March 2020 and will be based on April 2016 data, whereupon the employer contribution rate is expected to be reassessed and will be payable from 1 April 2023.

The employer's pension costs paid to TPS in the year amounted to £28,116 (2018 - £21,152).

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

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

Local Government Pension Scheme

The LGPS is a funded defined benefit pension scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 August 2019 was £16,000 (2018 - £16,000), of which employer's contributions totalled £12,000 (2018 - £12,000) and employees' contributions totalled £ 4,000 (2018 - £4,000). The agreed contribution rates for future years are 17.7 per cent for employers and 5.5 - 12.5 per cent for employees.

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

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21. Pension commitments (continued)

Principal actuarial assumptions

	2019	2018
	%	%
Rate of increase in salaries	2.6	2.6
Rate of increase for pensions in payment/inflation	2.3	2.3
Discount rate for scheme liabilities	1.9	2.8

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

	2019	2018
	Years	Years
<i>Retiring today</i>		
Males	21.3	21.9
Females	23.5	24.4
<i>Retiring in 20 years</i>		
Males	22.3	23.9
Females	24.9	26.4

Sensitivity analysis

	2019	2018
	£000	£000
Discount rate -0.1%	7,400	4,400
Pension increase rate +0.1%	7,200	4,400

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

	At 31 August 2019	<i>At 31 August 2018</i>
	£	£
Equities	53,000	53,000
Corporate bonds	28,620	23,000
Property	23,320	8,000
Cash and other liquid assets	1,060	1,000
Total market value of assets	106,000	85,000

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21. Pension commitments (continued)

The actual return on scheme assets was £5,000 (2018 - £4,000).

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

	2019 £	2018 £
Current service cost	(23,000)	(27,000)
Past service cost	(1,000)	-
Interest income	3,000	2,000
Interest cost	(4,000)	(3,000)
Total amount recognised in the Statement of Financial Activities	(25,000)	(28,000)

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

	2019 £	2018 £
At 1 September	114,000	97,000
Current service cost	23,000	27,000
Interest cost	4,000	3,000
Employee contributions	4,000	4,000
Actuarial losses/(gains)	42,000	(17,000)
Past service costs	1,000	-
At 31 August	188,000	114,000

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

	2019 £	2018 £
At 1 September	85,000	65,000
Interest income	3,000	2,000
Actuarial gains	2,000	2,000
Employer contributions	12,000	12,000
Employee contributions	4,000	4,000
At 31 August	106,000	85,000

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22. Members' liability

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

23. Related party transactions

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

During the year services were provided between the academy and Forest Academy, an academy with Trustees in common.

A total of £15,610 was payable to Forest Academy in the year ended 31 August 2019 (2018 - £13,908) for the supply of teaching and administration services. A total of £32,016 was receivable from Forest Academy in the year to 31 August 2019 (2018 - £Nil).

At 31 August 2019 the academy was owed by Forest Academy £1,732 (2018 - owed £1,543).

J Bird, a family member of L Bird, a trustee, is employed by the academy trust. J Bird's appointment was made in open competition and L Bird was not involved in the decision-making process regarding appointment. J Bird is paid within the normal pay scale for his role and receives no special treatment as a result of his relationship to a trustee.