

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE

**(A company limited by guarantee and
not having a share capital)**

REPORT AND FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2022**

Company Number: 3407765
Charity Number: 1063645

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
(A company limited by guarantee and not having a share capital)

YEAR ENDED 31 MARCH 2022

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CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
(A company limited by guarantee and not having a share capital)

REFERENCE AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2022

CHARITY NUMBER: 1063645

COMPANY NUMBER: 3407765

REGISTERED OFFICE: 40 Bramwell Close
Sunbury-on-Thames
England
TW16 5PU

BOARD OF TRUSTEES: Antonia Beary (resigned 13 September 2021)
Antony Hudson (Chair)
Michael Kennedy (resigned 13 September 2021)
Stephen Oliver (resigned 7 July 2021)
Sarah Conrad
Alexandra Neil (resigned 2 February 2022)
John Patterson
Hilary Blake (resigned 7 July 2021)
David Buxton (resigned 20 September 2022)
Matthew Burke (appointed 13 September 2021)
Christopher Cann (appointed 13 September 2021)
Margaret Giblin (appointed 20 September 2022)
Jon Reddin (appointed 20 September 2022)

GENERAL SECRETARY: Maureen Glackin

AUDITORS: Moore Kingston Smith LLP
6th Floor
9 Appold Street
London
EC2A 2AP

SOLICITORS: Stone King
13 Queen Street
Bath BA1 2HJ

BANKERS: Allied Irish Bank
Mayfair Branch
10 Berkeley Square
Mayfair, London W1J 6AA

HSBC
55 Corporation St
Coventry
West Midlands CV1 1GX

Hodge Bank
One Central Square
Cardiff CF10 1FS

Santander Business Banking
Bridle Road
Bootle
Merseyside L30 4GB

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
BOARD OF MANAGEMENT REPORT
YEAR ENDED 31 MARCH 2022**

The Board of Management, who are also directors, present their annual report together with the financial statements for the year ended 31 March 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Catholic Independent Schools' Conference (CISC) was incorporated in 1997 as a company limited by guarantee (no. 3407765) and is also a registered charity (No. 1063645). The governing document of the charity is the Memorandum and Articles of Association, which can be found on the website at www.catholicindependentschools.com > About > Key Documents and Policies.

CISC is administered by a Board of Management, whose members are its directors and trustees for the purposes of Company and Charity law respectively. The names of the directors/trustees are shown on page 1.

The Board of Management is elected by the membership. Candidates must be full members (see: definition of full member on the website at www.catholicindependentschools.com > Membership > Membership Types). Board members serve for a period of six years. The Board of Management elects the Chair of the Board for a period of four years. Antony Hudson was elected Chair in January 2020.

In their committed work for CISC, the trustees have regard to the guidance issued by the Charity Commission on public benefit, in particular with reference to the documents above.

Dr Maureen Glackin was appointed to the post of General Secretary in October 2018.

RISK ASSESSMENT

The Risk Statement and Risk Register was presented to the committee (board of management) at a full meeting on 14 September, 2021. After a full discussion it was reviewed and approved.

OBJECTIVES AND ACTIVITIES

The Company's (CISC's) Objects, as described in the Memorandum and Articles of Association (1997) are:

"To promote education in schools which teach the Catholic faith principally by providing the head teachers or principals of those schools with the opportunity to meet, discuss, analyse and consider common concerns and to disseminate the outcome of such meetings."

In another year of challenge for all our schools due to the pandemic, CISC has focused on:

- Ensuring the success of our Conference in April 2022 which was re-scheduled from January 2022 due to Covid. Our venue was Hanbury Manor hotel and our host school was St Edmund's, Ware.
- Review and revision of the charity's suite of policies (September 2021), to ensure they are reflective of updates in policy and practice with reference to the sector. All policies are accessible at: www.catholicindependentschools.com > About > Key Documents and Policies.

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
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YEAR ENDED 31 MARCH 2022**

- Having a range of activities to meet the charity's objectives: this has included the development and embedding of a suite of on-line 'Reach Outs!' aimed at Chaplains, Deputy Heads and Music leads. The year has also seen the pilot of the Barnabas Magdalen aspiring leaders formation programme, in collaboration with EducareM.
- Understanding the terrain through informed responses to members' pastoral concerns offering support and 1:1 conversations. The promotion of Catholic independent schools and Catholic education has continued more widely through publications, Conference presentations and collaborations with other Catholic agencies.
- Maintaining strategic conversations with dioceses and the Catholic Education Service (CES) on issues of importance to the sector: leadership formation, canonical inspection, policy and document development, particularly the consultation on the *Draft Prayer and Liturgy Directory*.

ACHIEVEMENTS AND PERFORMANCE

CISC's Strategic Plan for 2021-2025 outlines the following strategic aims.

- Support communion and collaboration amongst heads, schools, dioceses and Catholic partners
- Christ-centred education and formation for ourselves and the community we serve
- Sharing faith, sharing in faith through prayer, words and actions and a commitment to social justice
- Challenging misconceptions and being an authentic voice for Catholic independent schools nationally and internationally
- Nurturing all in our school communities to their full potential academically, physically and spiritually
- Articulating and celebrating our mission and vocation in Catholic education

In line with previous reports, achievement and performance will be evaluated with reference to these strategic commitments with reference to key elements of the year in question.

Supporting communion and collaborations amongst Heads and key stakeholders and providing opportunities for sharing faith and prayer are integral aspects of CISC life, fostered through a range of events and activities.

CISC's Conference 2022, '*Who are we to judge? What are we to do?*' had to be delayed due to the pandemic. Its re-scheduling from February 2022 to April 2022 meant that the Conference did not take place within the current financial year. The decision was taken by the Committee in early January at a time when staff and pupil absences due to Covid were at an extremely challenging rate. Almost all members were supportive of the postponement and although a small number had to cancel their booking, the later date allowed for an increased number of attendees in comparison with January bookings.

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
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'Reach Outs!' - informal on-line meetings for colleagues who share key roles across CISC schools - continued with some success throughout the year. 'Deputy Heads Reach Outs!' and 'Chaplains Reach outs!' were held on a termly basis and the CISC Music Hub was also launched.

The 'Reach Outs!' continued to be particularly useful in sharing planning and responses to COVID as well as allowing for engagement and the sharing of ideas, resources and professional wisdom in a supportive and collegiate space. It is planned that there will be an 'in person' 'Reach Out!' for Deputy Heads in the coming year, which New Hall School has kindly agreed to host.

Whole School Support Events continue to take place online with the Heads' and Bursars' Leadership Briefing by headline sponsors Moore Kingston Smith (MKS) and Stone King (SK) in September 2021, attended by 50 delegates. This remains a popular and informative event for members, and CISC is grateful to colleagues at MKS and SK for giving their time and expertise in this way.

Individual support to Heads continues, through e-mail, phone calls or Zoom but increasingly through schools' visits as we adapt to living with Covid. The General Secretary offers INSET on Catholic mission and identity to all schools along with supporting retreat work with pupils. This year 2 x schools have availed themselves of this.

Of critical importance to CISC, is the formation of leaders and future leaders and this year has seen the launch of the pilot *Barnabas Magdalene* Programme for aspiring leaders in collaboration with EducareM and the National School of Formation (NSF). 4 CISC Deputies were due to start but due to Covid and other reasons, 2 actually embarked on the Programme of whom 1 completed. Evaluations for the course were extremely positive and it is hoped that more Heads will encourage their deputies and middle leaders to embark on the newly designed *Tabor Programme* in AY 2022-23. One CISC head also participated on the *Christ the Teacher* Programme for heads and long-serving governors. An online governance formation Programme, in collaboration with EducareM, was made available to CSIC member schools this year. A small number of schools participated; however, it is hoped that this will develop further in the coming year.

All of these initiatives contribute to our aim to support colleagues in their desire to **nurture all in our school communities to their full potential academically, physically and spiritually, enabling them to provide Christ-centred formation and education for their communities.**

Challenging misconceptions and being an authentic voice for Catholic independent schools nationally and internationally is of key importance to all members.

CISC members and Committee Members remain active within associated professional bodies and sit on their committees, for example the GSA, SoH, HMC, ISC, ISI and Diocesan Inspectors.

The General Secretary's close collaboration with the Catholic Education Service on day-to-day operational school concerns and strategic policy development continues to ensure that the distinct nature of CISC schools is recognised and considered in informing thinking. The collaboration on the development of the new national framework for canonical inspection and the *Religious Education Curriculum Directory* is ongoing and Philip Robinson (RE Advisor at the CES) will be a guest speaker at our forthcoming conference. Catherine Bryan, Deputy Director at the CES, will also speak with our deputy heads at the forthcoming Reach Out!

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE BOARD OF MANAGEMENT REPORT YEAR ENDED 31 MARCH 2022

Phase 1 of the 'Spiritual Capital' Research Project, examining the contemporary impact of the charism of a range of Religious Order Trusteeship CISC schools, has been completed with 12 Headteachers being interviewed. Initial findings are now being written up and will be shared through a range of academic and Catholic educational networks. The Heads give powerful testimony to the vocation of Catholic School Leadership, ably articulating their individual charisms and its relevance to contemporary education and living. The General Secretary will continue with Phase 2 of the Project, with interviews with pupils, in the next academic year.

Last year, CISC collaborated with Reed Brand Communications in publishing the report, *Learning to Live and Love Like Jesus – CISC and the Common Good*, an exploration of the collective and individual contributions that Catholic Independent Schools make in the call to serve the Common Good. Further developing this work, CISC is continuing the collaboration with Reed Brand and introducing 'Touching Hearts, Changing Lives'. This is a podcast series which showcases CISC's gifted, entrepreneurial alumni and their engagement with and leadership of socially-minded projects. This will be launched at Conference 2022. It is hoped that schools will suggest alumni who could participate: as well as showing the difference that attending a CISC school makes, the podcasts will be used by schools for recruitment, marketing and development purposes.

These initiatives articulate how faith in CISC schools is realised and **shared through prayer, words and actions and a commitment to social justice whilst articulating and celebrating our mission and vocation in Catholic education.**

THE FUTURE

The coming year will see a focus on:

- The completion of phase 2 of the Spiritual Capital research project; dissemination of initial findings and the write-up of this phase of the project as a whole
- Further development of the 'Reach Out!'s to RS Leads
- Recruitment to Tabor, Christ the Teacher and online Governance programmes
- Supporting schools with Canonical Inspection and training as Inspectors
- Supporting schools with work on mission and identity

FINANCIAL REVIEW

The end of year balance for March 2022 saw a deficit of £43,807 compared to a deficit of £38,763 in 2021. Whilst the increased deficit in year is disappointing, it can be partly attributed to the loss of revenue from Conference 2022 whose income, due to its postponement to April 2022, now falls within the forthcoming April 2022 – March 2023 Financial Year. This year has also seen a reduction in hours to .8FTE for the General Secretary. This was initiated in September 2021 and, therefore, the full impact of this salary saving will not be seen until next year's Financial Report which will include the first, full 12 month period of the reduction. This reduction in hours has been achieved without detriment to the work of CISC; however, it has gone some way to mitigate the losses occasioned this year.

Therefore, it is hoped that further reduction of the deficit will be achieved in 2023, looking to move into marginal profitability in 2024. This is achievable when one looks at the year on year reduction in expenditure of £46,431 from March 2020-21 and £20,627 this year compared with the previous year. The trajectory to a more solid financial basis has been delayed by approximately 18 months – 2 years due to Covid, but the goal and the adjusted timeline remain realistic.

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
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Membership fees and monies generated by Conference are the two main sources of income which means CISC's continuance is inextricably linked to the strength and viability of its member schools. Strategic relationships with business providers and other organisations provide essential income and CISC is grateful for their support throughout the year and, particularly, at Conference. The remainder of the grant funding from Porticus and the Jesuit Institute is shown as Restricted Funds and is not set against income and expenditure, with the total carried forward as Restricted Funds of £12,323 at 31 March 2022. The grant funding was awarded for the development of CISC's Leadership Programme and collaborations with maintained schools. Committee has approved an annual allocation of up to £4,000 to support participants in engaging with the CISC/EducareM formation for Leadership Programmes, the design of which includes and affords engagement and collaborations with maintained sector schools. This will continue to satisfy the criteria for which the funding was received. An allocation of £2,000 was awarded to participants of the '*Christ the Teacher*' and '*Barnabas Magdalen*' Programmes this year.

The General Secretary and CISC Committee are not - and cannot - afford to be complacent about the financial deficit, but are confident that the solutions proposed will allow a move to sustainability and profitability moving forwards. The increased online engagement with members, whilst having limits, does allow member schools to engage with ease across a wide geographic range and at no additional cost to them or CISC. The significance of Conference, therefore, as a pastoral, community and relationship-building event becomes ever more important. The focus for CISC is to ensure it continues to deliver a quality service to members in support of their mission and identity as Catholic schools with all activities and developments being evaluated in terms of their effectiveness against three criteria - mission, market and morality.

The General Secretary expresses thanks and gratitude for the support and professional wisdom of Liz Brown and Katie Smith at Princethorpe, Paula Hawkins at Serendipity Ink, Claudia Marks, Anjali Kothari and Neil Finlayson at Moore Kingston Smith, Antony Hudson CISC Chair and the CISC Committee.

REMUNERATION POLICY

The Charity has one paid employee, the General Secretary. Administrative support is provided by a freelance colleague for which the budget is agreed by the Trustees. The General Secretary's salary is competitive and there is an annual appraisal and salary review, with the possibility of a salary increase subject to a successful completion of annual objectives. This incremental increase has been set aside since 2019 with the agreement of the General Secretary and the Chair in order to mitigate the financial risk to CISC. Its implementation was scheduled to be reviewed by Committee in May 2022 as part of the review of the pilot of the General Secretary's reduction in hours. This was postponed and will now take place in September 2022 post the General Secretary's appraisal.

RISK

Each year the risks to the Charity are kept under review. These include drop in membership (and, therefore, income), financial procedures, deviation from core activity, reputational damage to the organisation, ineffective governance, data loss, health and safety and safeguarding. These have been carefully considered and the likelihood and impact scored. The key risks to CISC centre upon its financial viability occasioned by a fall in membership, the underlying causes of which could be: an economic downturn, leading to falling numbers in schools and potential closures; a change in government policy leading to unfavourable legislation for

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
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independent schools and a lack of relevance its core Catholic identity for members. The systems of the Organisation for minimising risk are considered robust and the overall risk to the Organisation is low and manageable. The Risk Register is reviewed annually and trustees are constantly mindful of the risks faced by the charity. The register can be viewed by members only in the Members' Area of the website.

RESERVES POLICY

The trustees continually monitor the free reserves of the charity, which are defined as unrestricted funds less fixed assets and at March 2022 these totalled **£4,957**. The trustees consider that reserves of between six and twelve months' expenditure are required to ensure that the charity is able to meet its long term charitable objectives. This falls considerably short of that requirement and can be attributed to the previously referenced re-scheduling of Conference expenditure and income into next financial year. It is anticipated that reserves will recover to the required level next year.

STATEMENT OF BOARD OF MANAGEMENT RESPONSIBILITIES

The Board of Management (who are also directors of Catholic Independent Schools' Conference for the purposes of Company Law) are responsible for preparing the Board of Management's Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

Company Law requires the Board of Management to prepare financial statements for each Financial Year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Board of Management are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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 Board of Management are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Board of Management are aware:

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

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
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AUDITORS

Moore Kingston Smith LLP have been appointed as auditors and independent examiners to the company and a resolution to re-appoint them will be proposed at the AGM.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the Board



07/12/22

Antony J W Hudson
Chair of CISC

Date

**CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
INDEPENDENT EXAMINER'S REPORT
YEAR ENDED 31 MARCH 2022**

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters, other than that noted below, have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

There was insufficient evidence available to support a nil balance in one of the Company bank accounts as at 31 March 2022.

I have no further concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Moore Kingston Smith LLP

Shivani Kothari (Senior Statutory Auditor)
for and on behalf of Moore Kingston Smith LLP, Statutory Auditor

Date 8 December 2022

6th Floor
9 Appold Street
London
EC2A 2AP

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Statement of Financial Activities (incorporating income and expenditure account)
For the year ended 31 March 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income					
<i>Income from charitable activities</i>					
Subscriptions		72,092	-	72,092	79,492
Sponsorship		-	-	-	9,360
Conference income		-	-	-	8,675
Bank interest		3	-	3	19
Other income		1,010	-	1,010	1,230
Total Income		73,105	-	73,105	98,776
Expenditure					
Charitable Activities	3	114,912	2,000	116,912	137,539
Total Expenditure		114,912	2,000	116,912	137,539
Other losses					
Losses on disposal of tangible fixed assets		-	-	-	-
Net movement on funds	12	(41,807)	(2,000)	(43,807)	(38,763)
Total Funds Brought Forward	12	50,759	14,323	65,082	103,845
Total Funds Carried Forward		8,952	12,323	21,275	65,082

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

The notes on pages 15 to 18 form an integral part of these accounts.

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Balance Sheet
For the year ended 31 March 2022

	Note	2022 £	2022 £	2021 £	2021 £
Fixed Assets					
Intangible assets	6	3,995		5,015	
Tangible assets	7	<u>-</u>	3,995	<u>181</u>	5,196
Current Assets					
Debtors	9	4,000		3,942	
Short term deposits		63,167		61,155	
Cash and cash equivalents		<u>58,960</u>	126,127	<u>9,356</u>	74,453
Creditors: Amounts falling due within one year	10	<u>(108,847)</u>	(108,847)	<u>(14,567)</u>	(14,567)
Net Current Assets			<u>17,280</u>		<u>59,886</u>
Total Net Assets			<u>21,275</u>		<u>65,082</u>
Funds					
Unrestricted funds	12	8,952		50,759	
Restricted funds		12,323		14,323	
			<u>21,275</u>		<u>65,082</u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the Board of Trustees on 07/12/22
and signed on their behalf by:



Antony J W Hudson
Chair of CISC
Company number: 3407765

The notes on pages 15 to 18 form an integral part of these accounts.

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Notes to the Accounts
For the year ended 31 March 2022

1 Accounting Policies

Company information

Catholic Independent Schools' Conference is a charity limited by guarantee and incorporated in England and Wales. The registered office is 40 Bramwell Close, Sunbury-On-Thames, England, TW16 5PU.

The following policies have been used consistently in the preparation of the charity's financial statements.

Basis of Preparation of the Financial Statements

These financial statements have been prepared under the historical cost convention and on the going concern basis which assumes the company will continue in operational existence for the foreseeable future.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charity is a public benefit entity for the purposes of FRS 102 and therefore the charity also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP) and the Charities Act 2011.

These financial statements for the year ended 31 March 2022 are prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland.

The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest pound.

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Revenue recognition

All income is recognised when there is entitlement to the funds, the receipt is probable and the amount can be measured reliably. Subscriptions are accounted for in the period which the membership relates to and is included in deferred income when the membership relates to the next period.

Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered. Expenditure is recognised once there is 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.

Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently at cost less depreciation and any impairment losses. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Office equipment and furniture	33.3% straight line
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CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Notes to the Accounts
For the year ended 31 March 2022

1 Accounting Policies (continued)

Tangible fixed assets (continued)

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the SOFA.

Intangible fixed assets

Intangible fixed assets are initially measured at cost and subsequently at cost less amortisation and any impairment losses. Amortisation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Website development costs	20% straight line
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Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

Basic financial instruments

Basic financial instruments are measured at amortised cost. The charity has no other financial instruments or basic financial instruments measured at fair value.

Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price and subsequently measured at amortised cost less any impairment.

Taxation

The organisation is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities as it falls within various exemptions available.

Fund Accounting

Funds held by the charity are:

Unrestricted funds - These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds - These are funds held where the donor has provided for the donation to be spent in furtherance of a specific charitable purpose.

Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense. The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the board is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Notes to the Accounts
For the year ended 31 March 2022

2 Critical accounting estimates and judgements (continued)

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no estimates and assumptions which have a significant risk.

3 Analysis of Expenditure

	2022	2021
	Total	Total
	£	£
Staff Costs (see note 4)	80,224	91,520
Other Costs (see below)	36,688	46,019
	<u>116,912</u>	<u>137,539</u>

Other costs are split as follows:

	2022	2021
	£	£
Conference accommodation & catering	26	4,454
Professional fees	12,217	9,409
Printing, postage, stationery and advertising	-	105
Travelling and subsistence	1,474	165
Computer and office equipment	14,690	25,792
Depreciation	181	(2,451)
Amortisation	1,020	3,940
Telephone	123	123
Insurance	789	1,953
Networking	3,288	2,070
Other costs	2,880	459
	<u>36,688</u>	<u>46,019</u>

4 Staff Costs

	2022	2021
	£	£
a. Wages and Salaries	75,083	85,000
Social Security Costs	5,141	6,520
	<u>80,224</u>	<u>91,520</u>

The average number of employees for 2022 is 1 (2021: 1).

Those higher earning employees are:

	2022	2021
In the band £70,000 - £79,999	1	-
In the band £80,000 - £89,999	-	1

The Trustees consider that the Company Secretary whose costs are detailed above, represents the key management of the charitable company.

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Notes to the Accounts
For the year ended 31 March 2022

4 Staff Costs (continued)

b. Trustees' remuneration and reimbursed expenses

The trustees did not receive any remuneration as statutory directors of the company.

During the year no trustees were reimbursed expenses for travel and subsistence.

The following expenses were incurred during the year: £189 (2021: £0) on trustee/staff entertaining, and £204 (2021: £0) on leaving and 'get well soon' gifts.

5 Net movement in funds is stated after charging	2022 £	2021 £
This is stated after charging:		
Auditors' remuneration (net of VAT)	4,820	4,380
Amortisation charge	1,020	1,126
Depreciation charge	181	363
	<hr/> <hr/>	<hr/> <hr/>

6 Intangible Fixed Assets

Cost	Website
Balance at 1st April 2021	5,100
Additions	-
Disposals	-
Balance at 31st March 2022	<hr/> 5,100
Amortisation	
Balance at 1st April 2021	85
Charge for the year	1,020
Disposals	-
Balance at 31st March 2022	<hr/> 1,105
Net Book Value	
At 31st March 2022	<hr/> <hr/> 3,995
At 31st March 2021	<hr/> <hr/> 5,015

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Statement of Financial Activities (incorporating income and expenditure account)
For the year ended 31 March 2022

7 Tangible Fixed Assets

Cost	Office Equipment
Balance at 1st April 2021	1,088
Additions	-
Disposals	-
Balance at 31st March 2022	<u>1,088</u>
Depreciation	
Balance at 1st April 2021	907
Charge for the year	181
Disposals	-
Balance at 31st March 2022	<u>1,088</u>
Net Book Value	
At 31st March 2022	<u>-</u>
At 31st March 2021	<u>181</u>

8 Financial instruments

	2022 £	2021 £
Carrying amount of financial liabilities		
Measured at amortised cost:	<u>8,166</u>	<u>8,305</u>

9 Debtors

	2022 £	2021 £
Prepayments & accrued income	4,000	3,942
	<u>4,000</u>	<u>3,942</u>

10 Creditors

	2022 £	2021 £
Subscriptions in advance (see note 11)	58,802	-
Conference income in advance (see note 11)	39,545	-
Accruals and other creditors	8,166	8,305
Taxation and Social Security	2,334	6,262
	<u>108,847</u>	<u>14,567</u>

11 Income in advance

	2022 £	2021 £
At beginning of the year	-	37,662
Released during the year	-	(37,662)
Additions in the year	98,347	-
At end of the year	<u>98,347</u>	<u>-</u>

CATHOLIC INDEPENDENT SCHOOLS' CONFERENCE
Notes to the Accounts
For the year ended 31 March 2022

12 Reserves	Balance at 1 April 2021	Income	Expenditure	Other losses	Balance at 31 March 2022
	£	£	£	£	
Unrestricted funds	50,759	73,105	(114,912)	-	8,952
Porticus	9,660	-	(2,000)	-	7,660
Jesuits in Britain	4,663	-	-	-	4,663
Restricted reserves	14,323	-	(2,000)	-	12,323
Total reserves	65,082	73,105	(116,912)	-	21,275

Reserves	Balance at 1 April 2020	Income	Expenditure	Other losses	Balance at 31 March 2021
	£	£	£	£	
Unrestricted funds	89,522	98,776	(137,539)	-	50,759
Porticus	9,660	-	-	-	9,660
Jesuits in Britain	4,663	-	-	-	4,663
Restricted reserves	14,323	-	-	-	14,323
Total reserves	103,845	98,776	(137,539)	-	65,082

Restricted funds

The Porticus funding is towards the CISC special schools projects and the CISC school partnership projects with the community.

Jesuits in Britain funding is towards the CISC leadership programme.

13 Company Status

The charity is a registered company limited by guarantee. The members liability is limited in the event of the company being wound up to a contribution of £1 towards the assets of the company. Members comprise the Board of Management.

14 Related Party Transactions

With the exception of trustees reimbursements disclosed in note 4b there were no other related party transactions during the current and preceding year.