

**Westminster
Cathedral
Choir
School**

Annual Report and Accounts

31 August 2021

Charity Registration Number
1063761

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Reference and administrative details of the charity and its Corporate Trustee

Trustee of the charity

The charity is controlled by the "Westminster Roman Catholic Diocese Trustee" (WRCDT), a company limited by guarantee. The company does not conduct any trade or business for its own account and has no assets or liabilities. Its sole purpose is to act as trustee for a number of trusts and funds. The principal of these is the Westminster Roman Catholic Diocesan Trust.

The Directors of Westminster Roman Catholic Diocese Trustee (herein referred to as Trustees) are:

His Eminence Cardinal V Nichols
Rt Rev J Sherrington
Rt Rev N Hudson
Rt Rev P McAleenan
Rt Rev Mgr M Hayes
Rt Rev Mgr J O'Boyle
Mr A Ndoca
Baroness Nuala O'Loan
Dame C Bowe
Mr K Ingram
Mr E Craston

President of the School

His Eminence Cardinal V Nichols

The Board of Governors

Chairman

Mr David Heminway
Mrs Julie Buclez (resigned 2 July 2021)
Mr Robert Enserro (appointed 20 April 2021)
Mrs Kate Finch
Martin Hattrell
Mrs Marta Luiz (resigned 2 July 2021)
Mrs Flora Lyon
Rev Alexander Master (Private Secretary to the Cardinal)
Mr James O'Brien (appointed 20 April 2021)
Mr Mike Pittendreigh (Assistant Director of Education for the Diocese until 31 December 2021)
Mr Nick Robinson
Rev Stuart Seaton
Rev Sławomir Witoń (Cathedral Administrator) (appointed 11 November 2020)

Reference and administrative details of the charity and its Corporate Trustee

<i>In attendance at Governors' meetings</i>	The Head Master – Mr Neil McLaughlan The Master of Music – Mr Simon Johnson (appointed 1 September 2021) The Assistant Master of Music – Mr Peter Stevens The Bursar – Mrs Joanna Stephens The Deputy Head (Pastoral) – Mr Edward Graham (resigned 31 August 2021) The Deputy Head (Pastoral) – Miss Emily Auger (appointed 1 September 2021) The Director of Admissions – Miss Lucy Auger
Clerk to the Governors	Mrs Joanna Stephens
Principal address	Westminster Cathedral Choir School Ambrosden Avenue London SW1 1QH
Charity registration number	1063761
Auditor	Buzzacott LLP 130 Wood Street London EC2V 6DL
Bankers	HSBC Bank plc 69 Pall Mall London SW1Y 5EY

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Introduction

The Directors of the Corporate Trustee (hereafter referred to as the Trustees) present their statutory report together with the accounts of the Westminster Cathedral Choir School (the charity or School) for the year ended 31 August 2021.

The accounts have been prepared in accordance with the accounting policies set out on pages 20 to 24 of the attached accounts and comply with the charity's trust deed, applicable laws and 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).

Structure, governance and management

Constitution

Westminster Cathedral Choir School is governed by a trust deed dated 8 July 1997 and is registered with the Charity Commission, Charity Registration No 1063761.

Status

Westminster Cathedral Choir School (WCCS) was founded by Cardinal Herbert Vaughan in 1902 to provide boarding Choristers and Exhibitioners to sing the daily capitular liturgy in the then new Cathedral. In 1976 day boys were introduced and in 2017 a Pre Prep was added. Current numbers stand at 261 boys, aged 4-13. The School is divided into nine year groups (National Curriculum Years Reception to Year 8). There are approximately 30 boys in each year group.

WCCS is situated within the precincts of Westminster Cathedral and is Roman Catholic by foundation. The Head Master is a member of the Incorporated Association of Preparatory Schools (IAPS), the Catholic Independent Schools' Conference (CISC) and the Choir Schools' Association (CSA).

Organisation

Ultimate responsibility for the charity lies with the Directors of Westminster Roman Catholic Diocese Trustee (WRCDT) (the Trustees).

Trustees and Governors

The Trustees i.e. the Directors of the Corporate Trustee are appointed by the Archbishop of Westminster.

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Structure, governance and management (continued)

Trustees and Governors (continued)

The Trustees who have been in office since 1 September 2020 are as follows:

	Appointed/resigned
His Eminence Cardinal V Nichols	
Rt Rev J Sherrington	
Rt Rev N Hudson	
Rt Rev P McAleenan	
Rt Rev Mgr M Hayes	
Rt Rev Mgr J O'Boyle	
Rt Hon R Kelly	Resigned 12 March 2021
Mr C Kemball	Resigned 13 May 2021
Mr A Ndoca	
Dame C Bowe	
Baroness Nuala O'Loan	Appointed 12 March 2021
Mr K Ingram	
Mr E Craston	

On agreeing to become a Director of the Corporate Trustee, the Trustees are thoroughly briefed by their co-Trustees on the history of the charity, the day-to-day management, the responsibilities of the Trustees, the current objectives and future plans. The Trustees are also encouraged to attend any courses which they feel are relevant to the development of their role and to keep up-to-date on any changes in legislation.

The Trustees are ultimately responsible for the policies, activities and assets of the charity. The Archbishop appoints a Chairman of the Board of Governors who appoints other governors for a fixed term in consultation with the Archbishop. The Governors work with the Trustees in determining the general direction of the School and operate within powers set out in an Instrument of Government. They meet during the year to review the developments with regard to the charity, its activities and make any important decisions. When necessary, the Trustees and/or Governors seek advice and support from the charity's professional advisers including solicitors and accountants. The Bursar undertakes the day to day management of the charity's activities, the implementation of policies, administers payments and keeps the books and records of the charity.

The names of the Governors are given on page 1.

At their meetings the Governors review the latest management accounts including budget forecasts.

Trustees' and Governors' expenses

No Trustee or Governor received any remuneration or expenses from the charity in connection with his/her duties as a Trustee or Governor during the year. No Trustee or Governor had any beneficial interest in any contract with the charity.

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Structure, governance and management (continued)

Responsibilities of the Trustees

The Trustees are responsible for preparing the Annual Report and Accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these accounts, the Trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles in 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);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees 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 accounts comply with the Charities Act 2011, the applicable Charity (Accounts and Reports) Regulations and the provisions of the trust deed. 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.

Key management personnel

The Trustees and Governors consider that they, together with the Senior Management Team (SMT), comprise the key management of the charity in charge of directing and controlling, running and operating the School.

As noted above, neither the Trustees nor the Governors receive any remuneration in respect to their services. The Governors meet at least once a term and there is regular formal and informal communication between the Governors, the Trustees and members of the SMT.

Day to day management of the School is the responsibility of the Senior Management Team. This consists of the Head Master, Deputy Head (Pastoral), Head of Pre-Prep, Deputy Head (Academic) (also Head of Boarding), Director of Studies, Director of Admissions and Bursar. The SMT meets weekly to discuss any operational, safeguarding or staff matters.

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Structure, governance and management (continued)

Key management personnel (continued)

The remuneration of members of the SMT is reviewed annually by the Governors' Remuneration Committee. This Committee considers market pay levels (using external survey data where available), individual performance over the year and any changes in responsibilities. Those members of the SMT that also teach will have a portion of their salary determined by the main teaching pay scale.

Risk management

The Trustees delegate risk management to the School's Governing Body – principally through its Pastoral and Finance Committees, which meet termly. The School is also represented at the Health, Safety and Fire Committee of the Westminster Roman Catholic Diocesan Trust. Risks are identified and assessed, and controls established throughout the year.

The key controls used by the School include:

- ◆ Formal agendas for all committee meetings
- ◆ Strategic planning, budgeting and management accounting
- ◆ Established organisational structure and lines of reporting
- ◆ Formal written policies, including safeguarding and child protection
- ◆ Clear authorisation and approval level
- ◆ Maintenance of a risk register

Through the risk management processes established for the School, the Governors are satisfied that the major risks identified have been mitigated. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

Principal risks and uncertainties

The principal risks and uncertainties facing the charity are detailed in a risk register. Other than the risks associated with the Covid-19 pandemic which are described later in this report, the principal risks and the strategies applied by the Trustees and Governors for managing these are outlined below.

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Structure, governance and management (continued)

Principal risks and uncertainties (continued)

- ◆ **Safeguarding:** Compliance with safeguarding regulation is a key management concern because of the associated reputational risk for non-compliance. The School has a Designated Safeguarding Lead and a Safeguarding Governor who is responsible for ensuring the policies and procedures comply with the latest Independent Schools Inspectorate (ISI) regulations and *Keeping Children Safe in Education*, and are implemented in all aspects of the School's operation. Advice is sought from Westminster Local Authority Designated Officer (LADO) as appropriate. Each member of staff receives safeguarding training at induction and this is repeated annually at staff INSET training. The Senior Management Team receives additional training on safer recruitment. The Deputy Head (Pastoral) and Designated Safeguarding Lead reports any pastoral or safeguarding matters to the SMT weekly, and to the Governors' Pastoral Committee and full Governors' meetings termly.
- ◆ **Fall in pupil numbers:** A reduction in pupil numbers would result in a fall in income which, over the long term, could affect the overall financial security of the School. At present this is considered a medium risk due to the increase in families relocating out of London because of the Covid-19 pandemic. The School benefits from a strong market position, and demand for places is high. The School carefully monitors registration numbers to ensure any deterioration of this position is quickly identified and addressed. The introduction of the Pre-Prep substantially reduces the School's reliance on a small, and dwindling, number of Pre-Prep feeder schools, and affords the School greater control of its pupil intake. The Governors' Strategy Committee reviews all trends in registrations and pupil numbers.
- ◆ **Opening of a Pre-Prep:** The charity opened a Pre-Prep for boys aged 4 to 8 in September 2017. Whilst this reduces the risk of falling pupil numbers, it increases the financial risk as substantial rent payments must be met to occupy the Pre-Prep building. The annual budget and five year cash flow are reviewed regularly by the Finance Committee to ensure affordability of rent. There is total confidence in the charity's ability to meet the rent levels and cash flow remains strong.
- ◆ **Reputational risk:** The School may attract media interest due to the profile of both Westminster Cathedral and the Westminster Cathedral Choir. Inaccurate media coverage creates a potential reputational risk for the School. The School will seek professional advice where necessary to reduce this risk and closely monitors pupil registrations to ensure that any link between adverse press coverage and pupil registrations is noted and addressed.
- ◆ **Structural risk:** There is a potential for conflicts of interest to arise between the two charities, the Diocese of Westminster (charity number 233699) and the Westminster Cathedral Choir School (charity number 1063761), both of which have the same corporate trustee. A conflict of interest policy has been produced by the corporate trustee setting out the process for managing potential conflicts of interest between the two charities. This is subject to further discussion and review.

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Structure, governance and management (continued)

Connected charity

The Trustees are also responsible for Westminster Roman Catholic Diocesan Trust, a registered charity, Charity Registration Number 233699.

Objectives and activities

The general aims of the charity are the advancement of the Roman Catholic Religion and the advancement of education in the Roman Catholic tradition. The charity aims to train boys in church choral music through the operation of Westminster Cathedral Choir School.

In planning the activities of the charity for the year, the Trustees and Governors have considered the guidance on public benefit issued by the Charity Commission.

Achievements and performance

Pupil numbers

At the start of the 2020/21 academic year there were 263 boys in the School (2019/20: 245) of whom 20 were choristers (2019/20: 22) and 243 day boys (2019/20: 223). The increase in pupil numbers was due to the addition of another year into the Pre-Prep.

Fees

Termly fees for 2020/21 were £5,641 for reception boys (2019/20: £5,641), £6,796 for day boys (2019/20: £6,796) and £3,362 for choristers (2019/20: £3,362). The Governors' Finance Committee sets the level of fees each year taking into consideration the cost of providing high standards of teaching, learning and pastoral care, and of maintaining the fabric of the building. There was no fee increase in September 2020 as a response to the possibility of remote learning during the course of the year.

Academic life

The School continued to enrich and develop its academic curriculum, producing proprietary resources, including textbooks, for all subjects and disciplines and via an enhanced programme of continuing professional development for staff.

The School continued to emphasise the importance of British Values and respect for the law through its Civics (PSHCE) course. Responding to wider societal issues of racial injustice, boys studied the abolition campaign of 1807-1833; Granville Sharp, Thomas Clarkson, William Wilberforce, Olaudah Equiano, Josiah Wedgewood and James Stephen; Thomas Clarkson and the 1833 Emancipation Act; and Granville Sharp and the Abolition Movement, as well as the modern context of racial injustice. Relationships Education also remains a key component of the School's Civics programme (which includes PSHCE and SMSCE) and is delivered to boys from Reception to Year 6. By Year 6, pupils know about the following areas:

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Achievements and performance (continued)

Academic life (continued)

- ♦ Families & people who care for me
- ♦ Caring friendships
- ♦ Respectful relationships
- ♦ Online relationships
- ♦ Being safe
- ♦ Mental wellbeing
- ♦ Internet safety & harms
- ♦ Physical health & fitness
- ♦ Healthy eating
- ♦ Drugs, alcohol & tobacco
- ♦ Health & prevention
- ♦ Basic first aid
- ♦ Changing adolescent body

The School remains a 13+ Common Entrance School preparing boys for a wide range of senior schools.

In 2021 boys went on to the following schools:

- ♦ Charterhouse (Sports Scholarship)
- ♦ City of London School x 10 (1 Music Scholarship)
- ♦ Dulwich College x 3
- ♦ Eton College x 7 (1 Choral Exhibition)
- ♦ Harrow School x 3
- ♦ King's College School, Wimbledon
- ♦ London Oratory School
- ♦ Radley College
- ♦ St Paul's School x 2
- ♦ Stowe School x 2
- ♦ Thomas's Senior School
- ♦ University College School
- ♦ Wetherby School
- ♦ Winchester College

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Achievements and performance (continued)

Music (continued)

The Covid-19 pandemic imposed severe restrictions on the work of the choristers and on Westminster Cathedral Choir; they sang in Westminster Cathedral from October to December 2020 and – because of the restrictions – not again until June, and then only until July. Westminster Cathedral Choir did join an online Festival of St Cecilia and used the times normally given to rehearsals to deepening its understanding of its own repertoire through music appreciation.

The School and the local community

The School and Parent's Association raised £12,000 for the Cardinal Hume Centre, a local charity for young homeless people and £12,600 for Eyehope, a charity founded by a team of Ophthalmologic Consultants at nearby St Thomas's Hospital and treating eye disease in Tanzania.

Financial review

Financial position

The charity had income during the year of £5,288,346 (2020 - £4,876,951). Income from tuition fees and similar charges, net of bursaries, totalled £5,118,664 (2020 - £4,482,447). Donations and legacies during the year amounted to £169,682 (2020 - £300,818). Included within this total was £90,000 (2020 - £90,000) received by way of a grant from the Westminster Cathedral Choir School Fund (Registered Charity Number 276878).

Total expenditure amounted to £4,579,117 (2020 - £4,288,861) with staff costs, rent for the Pre-Prep building and premises expenditure accounting for a significant proportion of this total. The accounts incorporate expenditure on refurbishment of the facilities and buildings to improve the quality of education provided to the boys. In 2020 and 2021 expenditure was significantly reduced due to national lockdowns and the closure of the School buildings.

The charity had net income for the year of £709,229 (2020 - £588,090).

At 31 August 2021, the charity had total net funds of £2,797,968 (2020 - £2,088,739). This includes restricted funds at 31 August 2021 of £360,468 (2020 - £334,340), principally being monies to be applied towards meeting the fees of those choristers who apply for a bursary.

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Financial review (continued)

Reserves policy

The Trustees and Governors have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated or otherwise committed. The figure for free reserves is distorted by the amounts held in respect to fee deposits (most of which will not be repayable for several years), an accrual for rent that arises from the requirement to account for payments under the lease on a straight line basis instead of when payable and by long term loan finance provided by Westminster Cathedral Choir School Fund to enable the School to undertake refurbishment projects. Therefore, the nature of the charity's activities is such that the key performance indicator is cash flow rather than the level of free reserves. Cash flow will vary over the course of each term, with high levels of cash being held at the start of each term and then being used over the course of the term to meet expenditure on staff, premises and the operation of the School.

The Trustees and Governors are of the opinion that at all times the charity should have sufficient cash flow to enable it to meet its costs, that the cash flow should be sufficient to enable the School to continue to invest in the premises, facilities and equipment, to provide sufficient flexibility to cover temporary shortfalls in income due to falls in pupil numbers, and to cover the other risks and uncertainties of operating as an independent educational establishment. To this end cash flow is monitored regularly against budget and there is tight control over debt collection and expenditure.

At 31 August 2021 the charity had net current assets of £2,126,664 (2020 - £1,351,106) with cash at bank amounting to £3,265,724 (2020 - £2,482,736). The Trustees and Governors believe that the financial position of the School at this date was acceptable and that the cash flow, which is monitored closely, was adequate but not excessive.

Fundraising statement

The charity aims to achieve best practice in the way in which it communicates with donors and other supporters. It takes care with both the tone of its communications and the accuracy of its data to minimise the pressures on supporters. It applies best practice to protect supporters' data and never sells data, it never swaps data and ensures that communication preferences can be changed at any time. The charity manages its own fundraising activities and does not employ the services of professional fundraisers. The charity undertakes to react to and investigate any complaints regarding its fundraising activities and to learn from them and improve its service. During the year, the charity received no complaints about its fundraising activities.

Covid-19

The School opened in September 2020 with a number of Covid-19 mitigation measures in place. This included operating in year group bubbles, installing Perspex screens in classrooms and communal areas, increasing ventilation in classrooms and focussing on hand hygiene. Cases of Covid-19 were closely monitored during the year and WCCS Remote was available for occasions where boys or year groups needed to isolate at home. Extensive risk assessments remain in place and are regularly updated for managing Covid-19 in School.

Report of the Directors of the Corporate Trustee Year to 31 August 2021

Covid-19 (continued)

In January 2021, the School closed for a period of 8 weeks in the Lent term 2021 due to the national lockdown. It remained open for a very small number of children of key workers only. All teaching during this period was done via WCCS Remote which followed the in-School timetable. As such no teaching time was lost during the lockdown. This has been widely supported by parents and pupils.

For the 2020/21 academic year, the financial impact of the school closure was limited. Some costs savings were made in running costs, welfare provisions, boarding costs, clubs and games provisions. Some of these savings were returned to parents by way of a small fee credit to reflect savings in games and lunch costs. The remainder has been taken to reserves to protect against the ongoing financial impact of Covid-19.

Pupil numbers remain strong and the intake for 2021/22 has not been materially impacted by the current situation.


Future plans

WCCS also enjoyed the largest-ever pupil roll in its history.

However, the charity's focus remains on building up pupil numbers in the Pre-Prep school, which takes boys from Reception (age 4) to Year 3 (age 8). In September 2017, the Pre-Prep recruited its first 29 boys; in 2021 there were 93 boys from Reception (age 4) to Year 3 (age 8).

The charity's other focus is improving its already outstanding exit list at 13+.

Signed on behalf of the Directors of Westminster Roman Catholic Diocese Trustee by:

Trustee + 

Approved by the Trustees on: 11 MARCH 2022

Independent auditor's report Year to 31 August 2021

Independent auditor's report to the Directors of the Westminster Roman Catholic Diocese Trust (the Trustees)

Opinion

We have audited the accounts of the Westminster Cathedral Choir School (the 'charity') for the year ended 31 August 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows, the principal accounting policies and notes to the accounts. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 August 2021 and of 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 Charities Act 2011.

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 auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC'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

In auditing the accounts, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the accounts is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the accounts are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Independent auditor's report Year to 31 August 2021

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report and Accounts, other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts 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 accounts 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- ◆ the information given in the Trustees' report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

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

In preparing the accounts, the Trustees are responsible for assessing the charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Independent auditor's report Year to 31 August 2021

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's 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 accounts.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- ◆ we identified the laws and regulations applicable to the charity through discussions with those charged with governance and other management, and from our knowledge and experience of the sector;
- ◆ we focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the operations of the charity, including the Charities Act 2011, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), 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 (Charities SORP FRS 102), and safeguarding regulations; and
- ◆ we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence. We corroborated our enquiries through our review of Trustees', Governors' and committee minutes.

We assessed the susceptibility of the charity's accounts to material misstatement, including obtaining an understanding of how fraud might occur, by:

- ◆ making enquiries of management as to their knowledge of actual, suspected and alleged fraud; and
- ◆ considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- ◆ performed analytical procedures to identify any unusual or unexpected financial relationships;

Independent auditor's report Year to 31 August 2021

Auditor's responsibilities for the audit of the accounts (continued)

- ◆ performed substantive testing of expenditure including testing the authorisation thereof; and
- ◆ tested journal entries to identify unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included but were not limited to:

- ◆ agreeing financial statement disclosures to underlying supporting documentation
- ◆ reading the minutes of meetings of those charged with governance
- ◆ reviewing legal expenses incurred in the year and
- ◆ enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

Use of our report

This report is made solely to the charity's Trustees as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body for our audit work for this report, or for the opinions we have formed.

Buzzacott LLP
Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

30 March 2022

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 August 2021

	Notes	Un- restricted funds £	Restricted funds £	Total 2021 £	Un- restricted funds £	Restricted funds £	Total 2020 £
Income from:							
Donations and legacies	1	118,469	51,213	169,682	254,259	46,559	300,818
Charitable activities							
Provision of education	2	5,118,664	—	5,118,664	4,482,447	—	4,482,447
Other sources							
Government's Coronavirus Job Retention Scheme		—	—	—	93,686	—	93,686
Total income		5,237,133	51,213	5,288,346	4,830,392	46,559	4,876,951
Expenditure on:							
Charitable activities							
Provision of education	3	4,554,032	25,085	4,579,117	4,269,874	18,987	4,288,861
Total expenditure		4,554,032	25,085	4,579,117	4,269,874	18,987	4,288,861
Net income before transfers		683,101	26,128	709,229	560,518	27,572	588,090
Transfers between funds	11	—	—	—	(240,456)	240,456	—
Net income and net movement in funds		683,101	26,128	709,229	320,062	268,028	588,090
Reconciliation of funds							
Balances brought forward at 1 September 2020		1,754,399	334,340	2,088,739	1,434,337	66,312	1,500,649
Balances carried forward at 31 August 2021		2,437,500	360,468	2,797,968	1,754,399	334,340	2,088,739

All of the charity's activities derived from continuing operations during each of the above two financial periods.

Balance sheet 31 August 2021

	Notes	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Tangible assets	7		1,325,464		1,355,293
Current assets					
Debtors	8	307,348		498,968	
Cash at bank and in hand		<u>3,265,724</u>		<u>2,482,736</u>	
		3,573,072		2,981,704	
Creditors: amounts falling due within one year	9	<u>(1,446,408)</u>		<u>(1,630,598)</u>	
Net current assets			<u>2,126,664</u>		<u>1,351,106</u>
Total assets less current liabilities			3,452,128		2,706,399
Creditors: amounts falling due after more than one year	10		(654,160)		(617,660)
Total net assets			<u>2,797,968</u>		<u>2,088,739</u>
The funds of the charity:					
Funds and reserves					
Restricted funds	11		360,468		334,340
Unrestricted income funds					
.. General fund					
.. Tangible fixed assets		1,325,464		1,355,293	
.. Free reserves		<u>1,112,036</u>		<u>399,106</u>	
			2,437,500		1,754,399
			<u>2,797,968</u>		<u>2,088,739</u>

Approved by the Directors of Westminster Roman Catholic Diocese Trustee and signed on their behalf by:

Trustee

+ *John Stenning*

Approved on:

11 MARCH 2022

Statement of cash flows Year to 31 August 2021

	Notes	2021 £	2020 £
Cash flows from operating activities:			
Net cash provided by operating activities	A	866,920	1,096,815
Cash flows from investing activities:			
Purchase of tangible fixed assets		(83,932)	(125,934)
Net cash used in investing activities		(83,932)	(125,934)
Change in cash and cash equivalents in the year		782,988	970,881
Cash and cash equivalents at 1 September 2020	B	2,482,736	1,511,855
Cash and cash equivalents at 31 August 2021	B	3,265,724	2,482,736

Notes to the statement of cash flows for the year to 31 August 2021

A Reconciliation of net movement in funds to net cash provided by operating activities

	2021 £	2020 £
Net movement in funds (as per the statement of financial activities)	709,229	588,090
Adjustments for:		
Depreciation charge	191,893	193,037
Decrease in debtors	207,968	9,130
(Decrease) increase in creditors	(242,170)	306,558
Net cash provided by operating activities	866,920	1,096,815

B Analysis of cash and cash equivalents

	2021 £	2020 £
Total cash and cash equivalents: Cash at bank and in hand	3,265,724	2,482,736

No separate statement of changes in net debt has been prepared as there is no difference between the movements in cash and cash equivalents and movement in net cash (debt).

Principal accounting policies Year to 31 August 2021

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 August 2021 with comparative information given in respect to the year to 31 August 2020.

The accounts have been prepared in accordance with 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 (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the Trustees, in consultation with the Governors and Senior Management Team, to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ Estimating the useful economic life of tangible fixed assets for the purposes of determining an annual depreciation charge;
- ◆ Assessing the level of any necessary bad debt provision; and
- ◆ Estimating future income and expenditure flows for the purpose of assessing going concern (see below).

Assessment of going concern

The Trustees, in consultation with the Governors, have assessed whether the use of the going concern assumption is appropriate in preparing these accounts, including consideration of the continuing impact of Covid-19 on the charity's operations and finances. They have made this assessment in respect to a period of at least one year from the date of approval of these accounts.

Principal accounting policies Year to 31 August 2021

Assessment of going concern (continued)

The School opened in September 2020 with a number of Covid-19 mitigation measures in place. This included operating in year group bubbles, installing Perspex screens in classrooms and communal areas, increasing ventilation in classrooms and focussing on hand hygiene. Cases of Covid-19 were closely monitored during the year and WCCS Remote was available for occasions where boys or year groups needed to isolate at home. Extensive risk assessments remain in place and are regularly updated for managing Covid-19 in School.

In January 2021, the School closed for a period of 8 weeks in the Lent term 2021 due to the national lockdown. It remained open for a very small number of children of key workers only. All teaching during this period was done via WCCS Remote which followed the in-school timetable. As such no teaching time was lost during the lockdown. This has been widely supported by parents and pupils.

For the 2020/21 academic year, the financial impact of the school closure was limited. Some savings were made in running costs, welfare provisions, boarding costs, clubs and games provisions. Some of these savings were returned to parents by way of a small fee credit to reflect savings in games and lunch costs. The remainder has been taken to reserves to protect against the ongoing financial impact of Covid-19.

Pupil numbers remain strong and the intake for 2021/22 has not been materially impacted by the current situation.

The Trustees and Governors of the charity have concluded, therefore, that there are no material uncertainties related to events or conditions, including Covid-19, that may cast significant doubt on the ability of the charity to continue as a going concern although maintaining pupil numbers remains essential to financial security (see principal risks set out in the Report of the Directors of the Corporate Trustee). The Trustees and Governors are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Income

Income is recognised in the period in which the charity has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

Donations and grants are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations or grants pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Principal accounting policies Year to 31 August 2021

Income (continued)

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Fees for the provision of education comprise tuition and related fees paid in accordance with agreements between the School and individual pupils' parents. Such income is stated after deducting bursaries and is recognised when the School is entitled to receipt under the relevant contractual agreements. This is usually at the point at which the School has commenced the provision of education in respect to the relevant student at the start of each academic term.

Monies receivable from the Government's Coronavirus Job Retention Scheme are recognised when the charity has entitlement to the income and the amount receivable has been quantified.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment 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.

All expenditure is accounted for on an accruals basis. Expenditure comprises direct costs and support costs and is stated inclusive of irrecoverable VAT.

Expenditure on charitable activities includes all direct and indirect costs associated with furthering the charitable purposes of the charity i.e. the provision of education and the training of children in church choral music through the operation of Westminster Cathedral Choir School. Such costs include:

- ◆ Teaching costs i.e. the cost of teaching and support staff salaries, including pension and national insurance costs, books and other tuition expenses, and the cost of games and activities.
- ◆ Welfare costs i.e. all domestic costs associated with the School including employment costs, consumables and catering.
- ◆ Premises costs i.e. costs associated with the premises, grounds and estate used by the charity for the purposes of education.
- ◆ Support costs i.e. administrative costs incurred in connection with the School.
- ◆ Governance costs, i.e. costs directly attributable to the legal procedures necessary for compliance with statutory requirements.

Principal accounting policies Year to 31 August 2021

Tangible fixed assets

Assets costing in excess of £1,000 and with an expected useful life exceeding one year are capitalised.

All tangible fixed assets are stated at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

- ◆ Furniture, equipment and minor improvements 10% - 20% per annum based on cost
- ◆ Major improvements to property 4% per annum based on cost

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt.

Fund structure

The general fund comprises the net book value of tangible fixed assets and free reserves i.e. those monies which may be used towards meeting the charitable objectives of the charity and which may be applied at the discretion of the Trustees.

The restricted funds comprise monies raised for, or their use restricted to, a specified purpose or amounts subject to donor imposed conditions as to use.

Leased assets

Operating leases are defined as those leases where substantially all of the benefits and risks of ownership remain with the lessor. The rental applicable for the period from the commencement of such a lease until the end of the lease is charged to the statement of financial activities on a straight line basis spread over the entirety of the lease term, including over any rent free period or period of reduced rent.

Principal accounting policies Year to 31 August 2021

Pension costs

Contributions in respect to defined contribution schemes are charged to the statement of financial activities in the year in which they become payable to the schemes.

The charity contributes to a defined benefit pension scheme. Under the definitions set out in FRS 102, the scheme is a multi-employer pension scheme. The School is unable to identify its share of the underlying assets and liabilities of the scheme and accordingly, the School has taken advantage of the exemption in FRS 102 and has accounted for its contributions to the scheme as if it were a defined contribution scheme.

Notes to the accounts Year to 31 August 2021

1 Income from: Donations and legacies

	Un-restricted funds £	Restricted funds £	Total 2021 £	Un-restricted funds £	Restricted funds £	Total 2020 £
Grants receivable from Westminster Cathedral Choir School Fund (Registered Charity Number 276878)	90,000	—	90,000	90,000	—	90,000
Legacies receivable	178	—	178	146,770	—	146,770
Other donations, gifts and sundry receipts	28,291	51,213	79,504	17,489	46,559	64,048
Total funds	118,469	51,213	169,682	254,259	46,559	300,818

Mrs Joanna Stephens, Bursar at the School, is a trustee of Westminster Cathedral Choir School Fund.

2 Income from: Provision of education

	Un-restricted funds £	Restricted funds £	Total 2021 £	Un-restricted funds £	Restricted funds £	Total 2020 £
Gross fees	5,154,355	—	5,154,355	4,526,339	—	4,526,339
Less: Bursaries	(35,691)	—	(35,691)	(43,892)	—	(43,892)
Total funds	5,118,664	—	5,118,664	4,482,447	—	4,482,447

Choristers' fees only partially cover the costs associated with the provision of education for choristers. The shortfall is in part made up by a grant of £90,000 (2020 - £90,000) receivable from Westminster Cathedral Choir School Fund (see note 1).

3 Expenditure on: Provision of education

	Un-restricted funds £	Restricted funds £	Total 2021 £	Un-restricted funds £	Restricted funds £	Total 2020 £
Teaching and music						
Personnel costs	2,097,237	—	2,097,237	1,797,888	—	1,797,888
Books, equipment and educational supplies	289,918	—	289,918	253,037	—	253,037
Scholarships and prizes	3,636	20,300	23,936	5,730	18,987	24,717
Charity donations	—	4,785	4,785	—	—	—
Depreciation	134,961	—	134,961	136,105	—	136,105
Advertising, travel and related costs	99,546	—	99,546	70,016	—	70,016
	2,625,298	25,085	2,650,383	2,262,776	18,987	2,281,763

Notes to the accounts Year to 31 August 2021

3 Expenditure on: Provision of education (continued)

	Un- restricted funds £	Restricted funds £	Total 2021 £	Un- restricted funds £	Restricted funds £	Total 2020 £
Welfare						
Personnel costs	264,418	—	264,418	247,800	—	247,800
Provisions	68,714	—	68,714	69,123	—	69,123
Miscellaneous expenses	26,562	—	26,562	32,426	—	32,426
	<u>359,694</u>	<u>—</u>	<u>359,694</u>	<u>349,349</u>	<u>—</u>	<u>349,349</u>
Premises						
Personnel costs	136,422	—	136,422	129,220	—	129,220
Maintenance and repairs	150,812	—	150,812	134,892	—	134,892
Rent and property charges payable to Westminster Roman Catholic Diocesan Trust (note 14)	581,443	—	581,443	624,563	—	624,563
Depreciation	56,932	—	56,932	56,932	—	56,932
Fuel, light and water	64,703	—	64,703	103,679	—	103,679
Cleaning	13,739	—	13,739	7,440	—	7,440
Staff accommodation	59,058	—	59,058	66,067	—	66,067
Miscellaneous	22,802	—	22,802	50,176	—	50,176
	<u>1,085,911</u>	<u>—</u>	<u>1,085,911</u>	<u>1,172,969</u>	<u>—</u>	<u>1,172,969</u>
Support						
Personnel costs	301,772	—	301,772	275,418	—	275,418
Printing, postage, stationery and telephone	42,198	—	42,198	42,660	—	42,660
Computers and related maintenance	111,804	—	111,804	101,720	—	101,720
Interest payable	4,806	—	4,806	3,392	—	3,392
	<u>460,580</u>	<u>—</u>	<u>460,580</u>	<u>423,190</u>	<u>—</u>	<u>423,190</u>
Governance						
Auditor's remuneration	10,560	—	10,560	11,100	—	11,100
Other legal and professional fees	11,989	—	11,989	50,490	—	50,490
	<u>22,549</u>	<u>—</u>	<u>22,549</u>	<u>61,590</u>	<u>—</u>	<u>61,590</u>
Total funds	<u>4,554,032</u>	<u>25,085</u>	<u>4,579,117</u>	<u>4,269,874</u>	<u>18,987</u>	<u>4,288,861</u>

4 Staff costs

	2021 £	2020 £
Staff costs during the period were as follows:		
Wages and salaries	2,216,022	1,966,058
Social security costs	213,161	193,141
Other pension costs	324,405	272,896
	<u>2,753,588</u>	<u>2,432,095</u>
Other staff costs	46,261	18,231
	<u>2,799,849</u>	<u>2,450,326</u>

Notes to the accounts Year to 31 August 2021

4 Staff costs (continued)

The number of employees who earned more than £60,000 (including taxable benefits but excluding employer's national insurance and pension contributions) during the year was as follows:

	Total 2021	Total 2020
£60,001 - £70,000	2	2
£70,001 - £80,000	2	2
£80,001 - £90,000	2	1
£140,001 - £150,000	—	1
£160,001 - £170,000	1	—

The average number of employees during the period, analysed by function, was as follows:

	2021 No.	2020 No.
Teaching and music	42	36
Welfare	17	18
Support	5	5
	64	59

5 Remuneration of Trustees, Governors and key management personnel

No Trustee or Governor received any remuneration or expenses from the charity in connection with their duties as a Director of the Corporate Trustee or Governor during the year or in respect to their role as key management personnel (2020 - £nil). No Trustee or Governor had any beneficial interest in any contract with the charity during the year (2020 - none).

The key management personnel of the charity in charge of running and operating the charity on a day to day basis are the Directors of the Corporate Trustee, Governors, Head Master, Deputy Head (Pastoral), Head of Pre-Prep, Deputy Head (Academic) (also Head of Boarding), Director of Studies, Director of Admissions and Bursar. The total remuneration (including taxable benefits, employer's national insurance and pension contributions) of the key management personnel for the year was £804,230 (2020 - £735,206).

As part of his remuneration package, the Head Master received a discount on school fees for his son in the prior year. The Head of Pre-Prep receives a discount on school fees for her son from 1 September 2021.

6 Taxation

Westminster Cathedral Choir School is a registered charity and, therefore, is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

Notes to the accounts Year to 31 August 2021

7 Tangible fixed assets

	Major improvements to property £	Furniture, equipment and minor improvements £	Total £
Cost			
At 1 September 2020	1,423,303	1,993,783	3,417,086
Additions	62,159	99,905	162,064
At 31 August 2021	1,485,462	2,093,688	3,579,150
Depreciation			
At 1 September 2020	604,849	1,456,944	2,061,793
Charge for year	56,932	134,961	191,893
At 31 August 2021	661,781	1,591,905	2,253,686
Net book values			
At 31 August 2021	823,681	501,783	1,325,464
At 31 August 2020	818,454	536,839	1,355,293

8 Debtors

	2021 £	2020 £
Tuition and other fees receivable	39,308	23,313
Rent prepaid	200,000	300,000
Legacy receivable	—	146,770
Prepayments and sundry debtors	68,040	28,885
	307,348	498,968

9 Creditors: amounts falling due within one year

	2021 £	2020 £
Amounts due to Westminster Roman Catholic Diocesan Trust (note 14)	8,069	80,923
Accrued rent	477,324	607,214
PAYE, National Insurance and employer's pension contributions	101,297	86,728
Fees in advance	636,080	696,659
Returnable fee deposits	39,000	43,000
Additions to tangible fixed assets	108,806	30,674
Accruals	75,832	85,400
	1,446,408	1,630,598

The accrued rent of £477,324 (2020 - £607,214) represents the cumulative charge to the statement of financial activities required in order to spread the rent applicable to the lease of the charity's premises over the entire period of the lease on a straight line basis, after adjusting for an initial period of reduced rent and a further 6 month period of reduced rent from April 2020.

Notes to the accounts Year to 31 August 2021

10 Creditors: amounts falling due after more than one year

	2021 £	2020 £
Returnable fee deposits	454,160	417,660
Loan from Westminster Cathedral Choir School Fund (see below)	200,000	200,000
	654,160	617,660

The loan from the Westminster Cathedral Choir School Fund (Charity Registration Number 276878) is interest free. Based on current projections repayment is not expected to be until at least 2023.

11 Restricted funds

The income funds include restricted funds comprising the following unexpended balances of donations and grants to be applied for specific purposes.

	At 1 September 2020 £	Income £	Expenditure £	Transfers £	At 31 August 2021 £
Basil Hume Fund	330,056	45,000	(20,300)	—	354,756
Neil McLaughlan Fund	—	2,169	—	—	2,169
Other	4,284	4,044	(4,785)	—	3,543
Total restricted funds	334,340	51,213	(25,085)	—	360,468

	At 1 September 2019 £	Income £	Expenditure £	Transfers £	At 31 August 2020 £
Basil Hume Fund	66,454	42,133	(18,987)	240,456	330,056
Other	(142)	4,426	—	—	4,284
Total restricted funds	66,312	46,559	(18,987)	240,456	334,340

The purposes for which the funds must be used are as follows:

♦ Basil Hume Fund

Although choristers are required to pay only a small proportion of the full fees by virtue of the grant received annually from the Westminster Cathedral Choir School Fund (note 1), further assistance is also available on application to this fund. The income received by the charity during 2020 from the Government's Job Retention Scheme was transferred to the Basil Hume Fund to provide bursary support to chorister families. Similarly, after consultation with the family of the deceased, the legacy receivable by the charity in 2020 was transferred to the Basil Hume Fund to be applied towards the same purposes.

Notes to the accounts Year to 31 August 2021

11 Restricted funds (continued)

◆ Neil McLaughlan Fund.

The Neil McLaughlan Fund comprises a donation from a parent to establish a fund from which an annual award will be made to recognise an outstanding contribution from a member of academic teaching staff (excluding SMT members).

◆ Other

Funds were collected for Eyehope charity and the Cardinal Hume Centre during the course of the year.

12 Analysis of net assets between funds

	Unrestricted general fund £	Restricted funds £	2021 Total £
Fund balances at 31 August 2021			
are represented by:			
Tangible fixed assets	1,325,464	—	1,325,464
Net current assets	1,766,196	360,468	2,126,664
Creditors: amounts falling due after more than one year	(654,160)	—	(654,160)
Total net assets	2,437,500	360,468	2,797,968

	Unrestricted general fund £	Restricted funds £	2020 Total £
Fund balances at 31 August 2020			
are represented by:			
Tangible fixed assets	1,355,293	—	1,355,293
Net current assets	1,016,766	334,340	1,351,106
Creditors: amounts falling due after more than one year	(617,660)	—	(617,660)
Total net assets	1,754,399	334,340	2,088,739

13 Connected charity

The charity is connected to Westminster Roman Catholic Diocesan Trust (Charity Registration Number 233699) which has the same Corporate Trustee, namely Westminster Roman Catholic Diocese Trustee.

Notes to the accounts Year to 31 August 2021

14 Transactions with connected charity

A licence agreement exists between the School and Westminster Roman Catholic Diocesan Trust in relation to the School's share of the heating and hot water costs.

During the year to 31 August 2021, rent and property related charges of £581,443 (2020 - £624,563) were payable to Westminster Roman Catholic Diocesan Trust. This includes a rent payment for the use of 47 Francis Street, London, SW1P by Westminster Cathedral Choir School as a Pre-Prep School. The property is owned by the Westminster Roman Catholic Diocesan Trust and is rented to the charity.

As at 31 August 2021, an amount of £8,069 (2020 - £80,923) was due to Westminster Roman Catholic Diocesan Trust (note 9).

15 Commitments under operating leases

At 31 August 2021, the total of the charity's future minimum lease payments under non-cancellable operating leases was as follows:

	2021 £	2020 £
Land and buildings		
Amount due within one year	562,664	633,000
Amounts due between two and five years	2,171,354	2,430,000
Amounts due after five years	8,805,802	10,027,458
	11,539,820	13,090,458

The above lease is for a 30 year period with an initial three year period of reduced rent and a further 6 months of reduced rent from April 2020.

The rent payable is variable and depends on the Bank Rate set by the Bank of England.

16 Pension commitments

The charity's teaching staff belong to the Teachers' Pension Scheme (TPS). The total pension cost for the TPS for the period was £288,099 (2020 - £238,603). For non-teaching staff contributions are made to defined contribution pension schemes. The total pension costs for the year payable to these schemes was £36,306 (2020 - £34,292).

Teachers' Pension Scheme (TPS)

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. These regulations apply to teachers in schools, colleges and other educational establishments. Membership is automatic for teachers and lecturers at eligible institutions. Teachers and lecturers are able to opt out of the TPS.

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 under arrangements governed by the above Act. Retirement and other pension benefits are paid by public funds provided by Parliament.

16 Pension commitments (continued)

Teachers' Pension Scheme (TPS) (continued)

Under the definitions set out in FRS 102 (28.11), the TPS is a multi-employer pension plan. The School is unable to identify its share of the underlying assets and liabilities of the plan.

Accordingly, the School has taken advantage of the exemption in FRS 102 and has accounted for its contributions to the scheme as if it were a defined-contribution plan. The School has set out below the information available on the plan and the implications for the School in terms of the anticipated contribution rates.

The valuation of the TPS is carried out in line with regulations made under the Public Service Pension Act 2013. Valuations credit the teachers' pension account with a real rate of return assuming funds are invested in notional investments that produce that real rate of return.

The latest actuarial review of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education (DfE) in April 2019. The valuation reported total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218 billion, and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196 billion, giving a notional past service deficit of £22 billion.

As a result of the valuation, new employer contribution rates were set at 23.68% of pensionable pay from September 2019 onwards.

A full copy of the valuation report and supporting documentation can be found on the Teachers' Pension Scheme website.

The employer's pension costs paid to TPS in the period amounted to £288,099 (2020 – £238,603).

17 Related party transactions

Other than the relationships and transactions disclosed in notes 1, 5 and 14 there were no other related party transactions requiring disclosure (2020 – none).