

Charity Registration No. 1105085

Company Registration No. 05063879 (England and Wales)

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)

GOVERNORS' REPORT AND CONSOLIDATED ACCOUNTS
FOR THE PERIOD ENDED 31 AUGUST 2023
(17 MONTHS)

MUNTHAM HOUSE SCHOOL

(LIMITED BY GUARANTEE)

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GOVERNORS' REPORT (INCORPORATING THE STRATEGIC REPORT)

FOR THE PERIOD ENDED 31 AUGUST 2023

INTRODUCTION

The School year was again affected by Covid but procedures we have adopted meant there was little impact on learning. We have accepted that Covid is something we have to live with and we continue to refine our plans for dealing with it.

The second infants' classroom was opened on schedule at the start of the Autumn term and is already nearly full. With the assistance of the annual grant from the Belmer Rush Foundation we were able to install a superb climbing and activity frame which is in constant use – we again have to thank the Trustees of the Foundation.



The central dining hall was completely revamped and is now a most attractive facility. The Therapy Centre continues to be used extensively and we now employ 12 specialist therapists who are able to deal with the increasingly complex needs presented by our boys. We offered to provide therapy to the pupils of four secondary schools around Horsham and this was eagerly accepted. It has been so successful that we have now extended our offer to four junior schools including Barns Green, Southwater Academy, Trafalgar and Three Bridges School.

In keeping with the Zeitgeist we are paying great attention to staff welfare and mental health. This is provided primarily through our inset training days – we set aside more than double the number of such days compared with other schools.

We continue to set great store on staff training and development, and fund courses for a number of staff, including several LSA's, which enables them to become fully qualified teachers.

The demand for places at the School continues unabated and we are developing plans to increase the number of boys we can accept without losing the safe, family atmosphere which is so valuable.

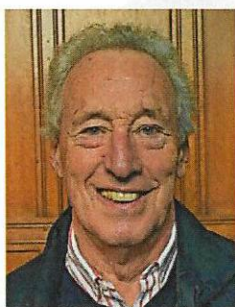
There has been an increase in the number of boarders, including some very young boys. This is important as

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we find that boarders make more rapid progress than day boys.

Finally, the Governors would like to thank all our staff for the dedication and hard work they put in to ensure that Muntham House is one of the best and most successful SEN schools in the country, and in particular the leadership of the Principal, Mr Anderson.

John Knightley
Chairman of Governors



John Knightley Chairman

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PRINCIPAL'S REPORT

This year has been another successful year for the school in which we have continued to improve the environment both internally and externally developing the provision further. The main building work which has taken place is the new roof in post 16 which was completed over the summer holidays to a high standard. This was phase 1 of the building in preparation for phase 2 which will need to be completed by September 2025, when we will have 16 boys moving from year 11, in addition to the current numbers already in post 16. The main works on the school grounds has been the recent work to the school drive-way, adding two extensive passing bays to minimise congestion on the drive and allow taxis particularly to enter and exit the school smoothly without issue. The school car park has also been increased to enable taxis to drop off pupils without issue. This increase has provided us with spaces for an additional 40 cars which has been appreciated greatly by the staff team.

New hand-wash basins have been installed in the secondary dining hall so that pupils can wash their hands before eating. This will help reduce the spread of Covid within our school community. This space was previously a cleaning cupboard which was not in high use, so relocated the cupboard to another area of the school, before re-deploying it into a much needed washroom space for the pupils.



Pupil numbers in primary have continued to grow, we are full in 3 of the new primary classrooms and have not increased numbers in the fourth because of the age, complexities and toileting issues of our youngest pupils. In secondary pupil numbers have remained stable to help retain the high standards which we pride ourselves upon. It has been pleasing to see the residential numbers increasing however, the residential pupils which we have taken are proving to be extremely challenging in their behaviour.

This year we continued to coordinate the regional and national SEN Football competition with the regional events held here at MHS on 14/6/23 and the national event held at St Georges Park on 12/7/23. Again the standard of competition was high however, our team was more successful than last year finishing in fourth place nationally. Both competitions were a great success and provide memorable opportunities and experiences for all of our boys involved along with boys from many other special schools. Both events have reputational benefits for the school and demonstrate our inclusive work with other schools on both a regional and national level.

Additional play equipment has been purchased for our younger pupils in primary to enable them to play and develop their physical coordination and physical fitness. Some of the new pupils who have joined this class have physical coordination problems, so will benefit from using the new equipment on a daily basis for exercise. Programmes are designed by the school Occupational Therapist for those requiring this space specifically. The new play equipment has been carefully selected to develop balance, coordination of our young pupils. It has been positioned directly outside our youngest classroom so the youngest pupils can have easy access.

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We presented at the National Autism Show in London in June last year and I am pleased to report that, we have started another pupil whose parents we met at the show. He is 5 years old and has just joined our youngest primary group. There have also been many additional enquires of interest following the show. As a whole school, we have been working on a nationally recognised accreditation scheme through the National Autistic Society. If successful, this will clearly demonstrate to parents, agencies and outside agencies the high level of specialist provision at school for autistic pupils. Out of our current number of pupils on roll, 72% have a primary diagnosis of autism. It is only right and sensible in our strategic direction, that the school is recognised as a specialist provision for autism.

Residential trips have been a key area of focus for the pupils this year at Muntham House School. Our younger pupils are attending Sayers Croft Outdoor Activity centre for a two night residential trip. Various pupils from Key stage 4 pupils will be sailing to France as part of the Tall Ships charitable programme. Other pupils from this age group will be taking part in the Three Peaks Challenge during the Summer term where they will all hopefully climb and conquer the highest peaks in Scotland, England and Wales reaching the summit of Ben Nevis, Scafell Pike and Snowden. Each of these trips will provide lifelong memories for our pupils which they would not experience otherwise. Each of trips will enable each pupil to achieve the nationally recognised Duke of Edinburgh's Award. As pupils have all never sailed before, they have already started their training programme as you see in the picture below. This is provided by the Tall Ships Charity within the cost of the trip.



Harry Anderson, Principal

MUNTHAM HOUSE SCHOOL (LIMITED BY GUARANTEE) GOVERNORS' REPORT (INCORPORATING THE STRATEGIC REPORT) FOR THE PERIOD ENDED 31 AUGUST 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNORS, OFFICERS AND ADVISERS

- John Knightley (Chairman) +
 - Bartholomew Callaghan +
 - Jonathan Copeland +
 - Ian Davies +
 - Daniel Farnfield +
 - Stephen Fisher +
 - * Martin Fuller
 - Peter Higgins +
 - * Laura Hofton
 - Barry Jones +
 - Harvey Jones
 - Michael Kipling +
 - Tracey Kirk +
 - * Angela Luff (Staff Governor) +
 - Kate Naish (until March 2023) +
 - Donna Petford-Naish (until April 2022) +
 - * Michelle Wright (Staff Governor) +
- * Conforming to best practice as recommended by DfES (para 7. Circular 14.99 refers)
- + Registered Director of Muntham House School at year end

For management and administrative purposes the Trustees are constituted as a Body of Governors who conduct and manage the school in accordance with the provisions of the Memorandum and Articles of Association.

The following are the members of sub-committees * denotes Chairman of each sub committee

Education

- * Tracey Kirk
- Barry Jones
- Ian Davies
- Daniel Farnfield
- Laura Hofton
- Peter Higgins
- Anton van der Watt (co-opted as Head of Education)



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Estate/Buildings

- * Jonathan Copeland
- Martin Fuller
- Harvey Jones
- John Knightley
- Angela Luff
- Gavin Pusey (co-opted as Estates Manager)
- Dave Harris (co-opted as IT Manager)
- Lorraine Wright (co-opted as Housekeeper)
- Daniel Jones (co-opted as School Finance Manager)

Finance

- * Michael Kipling
- Jonathan Copeland
- Harvey Jones
- Daniel Jones (co-opted as School Finance Manager)

Personnel

- * John Knightley
- Barry Jones
- Steve Fischer
- Jonathan Copeland

Care & Welfare

- * Steve Fisher
- Bartholomew Callaghan
- Martin Fuller
- Angela Luff
- Michelle Wright
- Laurence Clayton (co-opted as Head of Care)
- Sandy Williams (co-opted as Domestic Bursar)
- Lorraine Wright (co-opted as Housekeeper)

Health & Safety features as an agenda item on each sub committee

Safeguarding features as an agenda item on each sub committee



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OFFICERS

The School Principal, Harry Anderson, is an ex officio member of all sub committees.

Principal	Harry Anderson
Head of Finance / Company Secretary	Daniel Jones

Other members of the Senior Management Team

Head of Education	Anton van der Watt
Head of Care	Laurence Clayton

ADVISERS

Auditors	TC Group, The Courtyard, Shoreham Road, Upper Beeding, Steyning, West Sussex, BN44 3TN
Bankers	Lloyds TSB Bank, 37 High Street, Billingshurst, West Sussex, RH14 9PS
Solicitors	Charles Russell LLP, Buryfields House, Buryfields, Guildford, Surrey, GU2 4AZ
Insurance Brokers	Hettle Andrews & Associates Limited, 11 Brindley Place, Brunswick Square, Birmingham, B1 2LP

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The Muntham House School Governors and Directors present their annual report (including the Strategic Report) for the year ended 31 March 2022 together with the consolidated accounts for the charity.

The accounts comply with the requirements of the Companies Act 2006, the Charities Act 2011, the Memorandum and Articles of Association 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) (effective 1 January 2015).



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REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Number	1105085
Company Number	05063879
DCSF Number	938/7003
OFSTED Number	126154
Registered Address	Barns Green, Horsham, West Sussex, RH13 0NJ
Status of School	Residential non-maintained special school complying with the requirements of the Department of Education under the Education Act 1981.

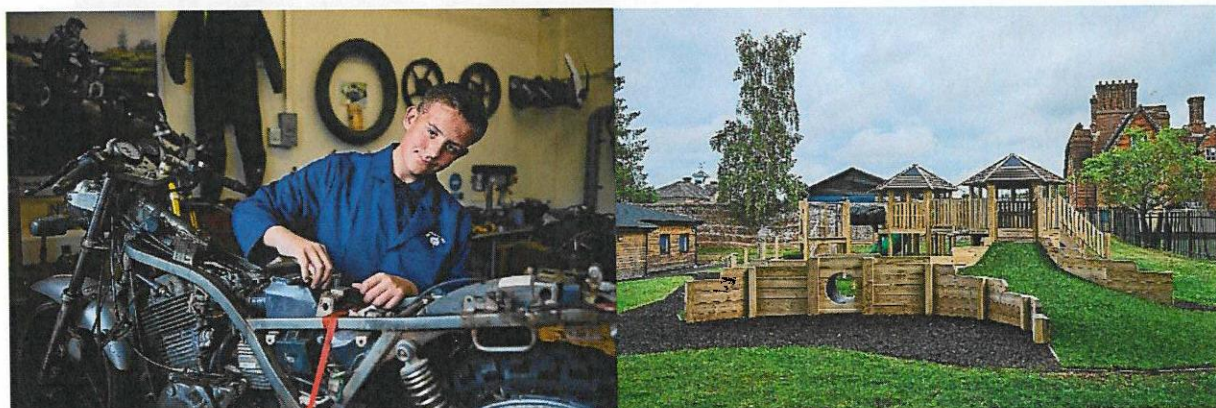
Governors and Executive Officers are as listed on pages 4-5. Particulars of the Charity's Professional Advisers are given on page 5.

The school holds approval as a non-maintained special school within the meaning of the relevant Education Acts including recent 2008 regulations.

The school is registered to accommodate some 122 children ranging from key stage two to key stage four. The school has a separate Post 16 unit which can accommodate 12 boarders and also has provision for day students. The school has a wide range of educational and recreational facilities, and provides a high staff to pupil ratio.

Children are referred to the school by a number of local authorities listed by the size of the cohort from each authority:-

West Sussex County Council
Surrey County Council
Essex County Council
Wokingham Borough Council
Hampshire County Council
The Royal Borough of Kingston upon Thames
The London Borough of Enfield
The London Borough of Richmond & Wandsworth
Brighton & Hove City Council



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GOVERNING DOCUMENTS

Muntham House School was founded in 1953 by the then Ministry of Education and National Foundation for Educational Research and is registered as a charity under number 306352. The school was incorporated in 2004. The School is now governed by its Memorandum and Articles of Association dated 4 March 2004.

GOVERNING BODY

Details of the Governing Body and its constituent sub-committees are shown on pages 4 & 5.

RECRUITMENT AND TRAINING OF GOVERNORS

The Charity's elected Governors are appointed at a meeting of the Board on the basis of: eligibility, personal competence, specialist skills and local availability. There is one Teaching Staff Governor representative and one Non-teaching Staff Governor representative, both elected by fellow staff members. One Governor representing Parents/Carers of boys at the School is also an elected member of the Board. New Governors are inducted into the workings of the Charity, including Board Policy and Procedures by a mentoring process supervised by the Chairman. Strategic planning sessions are held on a regular basis, and Trustee Training delivered by local Education Authority Governor Groups and specialist Legal and Financial organisations is available to all Governors.

POLICY FOR SETTING PAY FOR SENIOR MANAGEMENT TEAM

Muntham House School has non-maintained status and as such follows the protocols on pay which are agreed for mainstream special schools. In this they implement the nationally agreed pay and conditions policies annually updated by the DfE. With regard to ancillary workers the school follows the pay guidelines from the National Joint Council. Its application to senior managers is the same therefore as mainstream practice and is negotiated through national performance management processes and professional responsibility grades within the agreed national pay policy frameworks.

ORGANISATIONAL MANAGEMENT

Muntham House School Governors, as the trustees of the Charity, are legally responsible for the overall management and control of the School and meet at least six times a year. The work of implementing most of their policies is carried out by members of the various sub-committees who normally meet prior to each meeting of the full Board. In addition the Finance sub-committee have two meetings in which budgets are approved, and audited accounts and annual report finalised prior to recommendation to, and approval by, the full Board.

The day to day running of the School is delegated to the Principal supported by a Senior Management Team and the Business Manager. The Principal or a member of the Senior Management Team attends meetings of all committees.

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GROUP STRUCTURE AND RELATIONSHIPS

The Charity is the trustee of Muntham House School Trust a subsidiary charity (No: 1105085 -1) and, as such, holds the title to land and buildings valued at £1.65 million as an endowment fund. All of the other assets of Muntham House School Trust were transferred to Muntham House School on 1 April 2004.

The Charity had a wholly owned non-charitable subsidiary, Muntham House Enterprises Limited. This company has been inactive since 2018 and is now closed.

Muntham House School actively supports the attainment of the highest standards in the Non Maintained Special Schools sector, partly through networking with other special schools and partly through peer group studies for the evaluation of quality and improvement methods. We also interact with many local organisations and mainstream schools in our ongoing endeavours to widen public access to the expertise that we can provide in the field of Behaviour Management.

RISK MANAGEMENT – INCLUDING PRINCIPLE RISKS AND UNCERTAINTIES

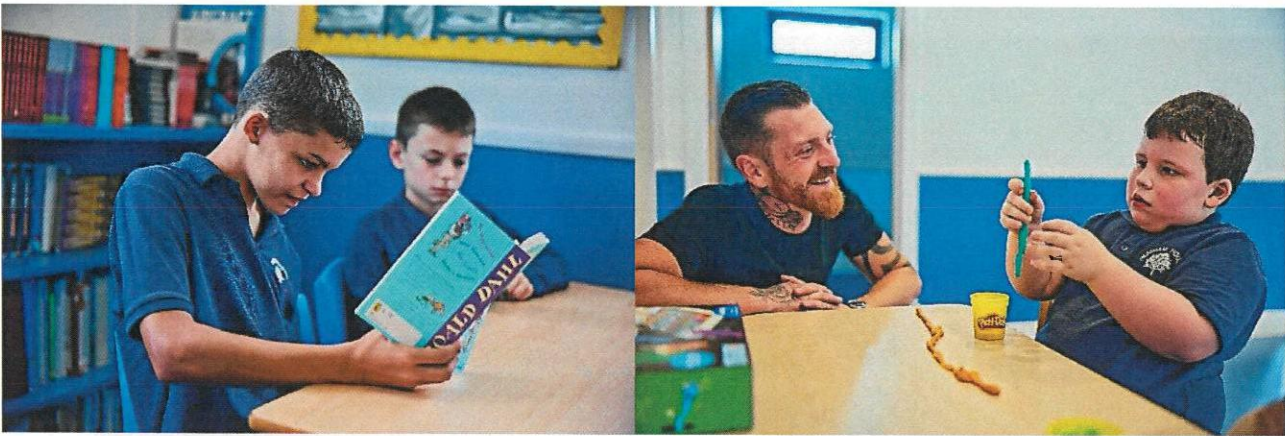
The Board of Governors is responsible for the management of the risks faced by the School. Detailed considerations of risk are considered by all Governors assisted by the Principal and Senior Management Team of the School. Risks are identified, assessed and controls established throughout the year with a formal review of the Charity's risk management processes undertaken on an annual basis.

Key controls used include:

- Formal agendas for all Committee and Board activity
- Detailed terms of reference for all Committees
- Comprehensive strategic planning, budgeting and management accounting
- Established organisational structure and lines of accounting
- Formal written policies
- Clear authorisation and approval levels
- Vetting procedures as required by law for the protection of the vulnerable.

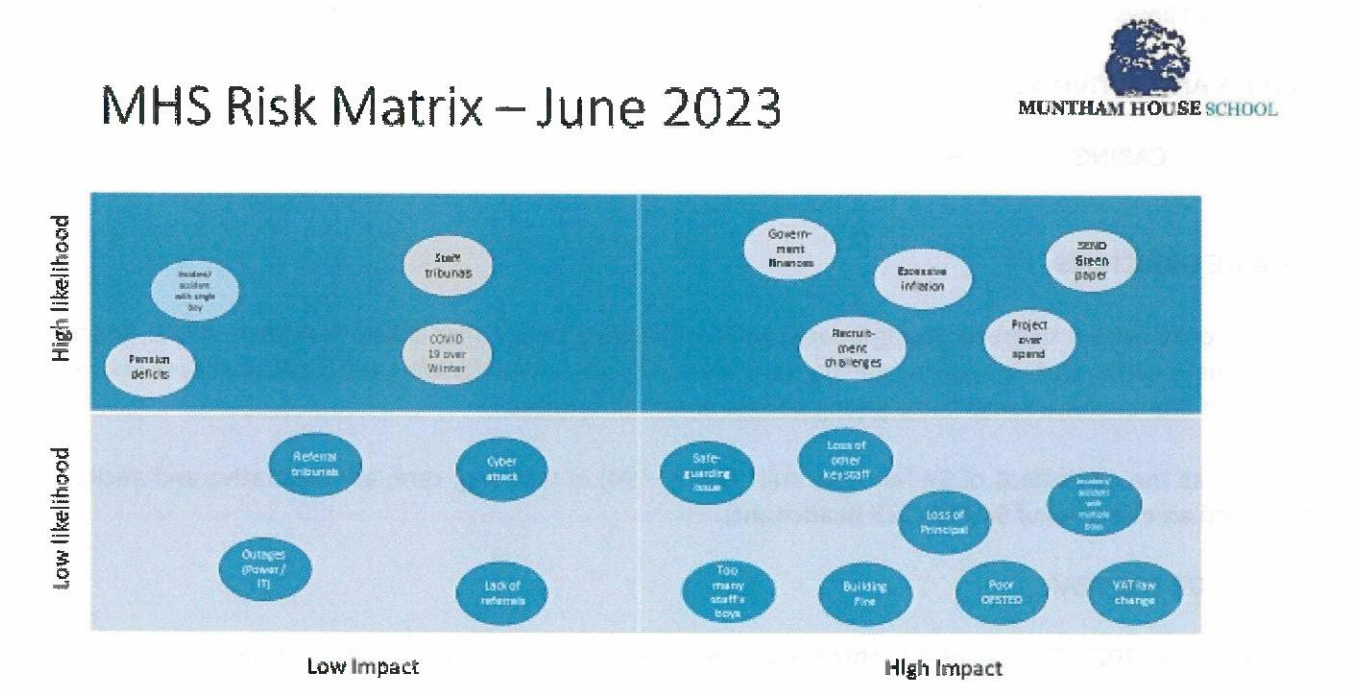
Governors are satisfied that the major risks identified through the risk management processes have been adequately managed where necessary, whilst recognising that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

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The Governors consider the principal risks and uncertainties facing the school and plot them on a matrix against impact and likelihood in a process owned by the Finance Committee of the Board.

The latest risk matrix is presented below:



For each a risk mitigation plan is in place and the matrix reviewed twice per year.

The biggest single risk currently is the inflationary environment. Pay awards and general inflation continue to run well above the level of fee increases from Local Authorities meaning the money available to invest in the continuous improvement of the school is becoming more and more constrained. Whilst this risk is immediate and a day to day reality for the school there are a number of other issues on the horizon that could also have a large impact on the school and the whole SEND school sector. These include the Green Paper published in early 2023, Local Authority attitudes to Post 16 Education and the continuing financial pressure on Local Authorities.

Monitoring and planning for these is part of the school risk management approach.

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Whistle blowing policy

This policy outlines the school's commitment to tackling fraud and other forms of malpractice and treats this issue seriously. The school recognises that some concerns may be sensitive and has therefore developed a system which allows for confidential raising of concerns within the school environment.

OBJECTIVES AND ACTIVITIES

SAFE CARING HAPPY

CHARITABLE OBJECTIVES

Muntham House School supports young people with challenging behaviours linked to Autism, ADHD, Mental and Emotional Health. Our safe, caring and happy community works with families and local services to improve the quality of life for these remarkable young people and their families.

The school has the equivalent of 94 full time staff (2022 – 94) in teaching, care, administrative and ancillary positions and an exit level of 94 FTE (125 headcount).

ACTIVITIES FOR THE YEAR

At the start of the 2022-23 year we had three main areas of focus for investment in the school

1. Completion and successful opening of the second infant class building. This has been successfully completed with not only the two classrooms and hall originally planned but a state of the art playground specifically designed to meet the needs of our boys. Occupation of the classes has grown throughout the year and we expect to reach capacity during 2023-24.
2. Establishment of a broader and more varied offering for Post 16 young men in the school. This project was broken down into phases and the conversion of old and un-needed Post 16 accommodation rooms into new classrooms has been complete. These now house a Careers office, music recording studio and E Sports classroom all of which have been hugely popular with the pupils.
3. Finally, we said we would replace the roof on the converted Post 16 block for safety and environmental reasons. Not only was this complete on the Post 16 block but also on the Art Centre.

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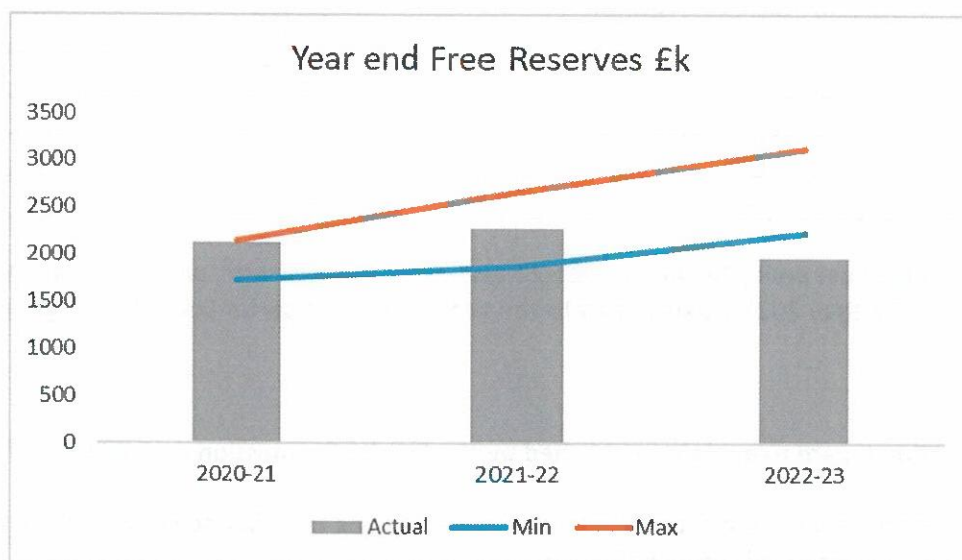
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OBJECTIVES FOR THE COMING YEAR

Financial pressures are increasing on the school and there are more and more challenges in passing on the increased costs of staff and the materials and services needed to run the school onto the Local Authorities. All Local Authorities have expressed the same challenge in passing on costs and we work hard on cost savings and efficiencies on a continuous basis to minimise fee increases.

Despite all our efforts the past year we have not been able to increase reserves at the rate required to maintain our reserve ratio. In line with Policy the Governors have therefore agreed to a reduced capital programme around the school and, in particular items already reserved but outside of Free Reserves, to be reviewed to ensure we return to the level of comfort on reserves we have enjoyed for the past few years.



Looking ahead to 2023-24 the main activities and priorities of the school are therefore far less focussed on the physical infrastructure of the school but much more on the good practice within the school.

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STRATEGIES TO ACHIEVE THE YEAR'S OBJECTIVES

Every year we plan our strategies to achieve our aims through the School Implementation Plan (SIP). This plan provides a description of developing assets and provision to meet the needs of the school's mission, based on our long term aims which are to match, or better, local and national provision for students with social, emotional and mental health difficulties (SEMH), and become the centre of expertise for the region in such provision. The SIP is a year on year action policy to achieve the twin strategic aims of the school community.



The trustees are adding a report on the school's impact on the Environment. Over the coming years it is planned to grow this section of the report as Environmental impacts become a more and more critical and integrated part of the strategy of the school.

The school was awarded the Eco-Schools Green Flag award in July 2023 in recognition of the work our pupils are involved with and the Eco Committee now established in school to put in place an eco action plan.

For 2022-23 reporting is being added to show the most basic carbon footprint of the school with a retrospective calculation for 2021-22 as a comparator. Both periods are reported for 12 month periods covering September – August for alignment with the schools new Financial year. Information is currently available for school vehicle petrol and diesel (Scope 1) and purchased gas and electricity (scope 2) usage only.

Utility CO2 output (kg)	Sept 21 – Aug 22	Sept 22 – Aug 23
Electricity	87,680	74,189
Gas	10,052	10,049
Diesel	15,227	16,107
Petrol	621	722
TOTAL	113,580	101,067

Boys	103	112
Intensity CO2kg/Boy	1,102.7	902.4

The school did not change Fuel policy between 2021-22 and 2022-23. However, winter was an average 1.7 degrees warmer in 2022-23 than 2021-22 according to the Met Office analysis for South East England.

PUBLIC BENEFIT

The trustees have had due regard to guidance published by the Charity Commission on public benefit.

The school aims to meet the special educational needs of boys (ranging from key stage one to key stage five) who have emotional, behavioural and social difficulties.

Muntham House School is recognised as a leader in the field of Special Needs Education (Behavioural and Social Difficulties), and, as such, provides high quality education and care to boys referred by Local Education Authorities (listed on page 3); and gives support to their families and carers.

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A condition of the grant we received from the Constable Education Trust in 2021-22 was for the introduction of an out-reach programme of Counselling and Therapy to local schools. This is now up and running and has been hugely successful in helping young people from schools in our local community. The scheme is now being extended from secondary schools to primary schools also.



FINANCIAL REVIEW AND RESULTS FOR THE YEAR

Muntham House's principal funding comes from fees charged to Local Education Authorities and from grants from the DfE. Charitable donations and Grants make up the other sources of income with a small contribution from activities such as lettings and parties.

This year we are grateful to the continuing support of Belmer Rush Foundation Trust who support the school every year and allow so many new facilities for our boys to be supported. This year we also received money from The Wooden Spoon for equipment in the Food Tech classroom.

There were 112 boys on roll at the end of the financial year (compared to 103 the prior year) with further expansion in the Infant provision with the addition of the second classroom building.

The financial results for the year show a net surplus (before pension revaluation) of £363k (£423k in prior year) reflecting the continued prudent financial management of the school and reinvestment of money into the school for improvement projects in line with the charitable objectives of the school.

The school surplus has reduced for the last three years reflecting the increasing pressure on the school to offset inflationary input costs with fee increases from local authorities. As a like for like comparator the reported surplus falls to £256k on a pro-rata 12 month basis.

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RESERVES POLICY

The School Governors have set a Reserves policy which operates with a maximum level of reserves (based on the cost of closing the school's liabilities with the exception of LGPS exit liabilities in a worst case scenario) and a minimum level of reserves (based on operating with no income for a period of six months).

At the end of the year the following reserves were held:

Endowment reserves made up of land and buildings with a gross value of £1,650,000 less accumulated depreciation of £159,345, a net of £1,457,655 which is held in the subsidiary charity Muntham House School Trust (charity number 115085-1)

Designated reserves of £290,000 set aside for the investment in Post 16 facility improvements (£260,000) and historical legal cases (£30,000).

Restricted reserves stood at £29,771 made up of un-spent Pupil Premium grants carried over the year end.

Unrestricted reserves (calculated before pension deficit) rose to £2,652,377 (£2,459,953 in prior year) of which £2,470,332 is attributable to the school and £182,045 to the Muntham House School Trust. This represents 79% of the maximum reserves and 106% of the minimum reserves so is consistent with last year and at a level the governors feel comfortable.

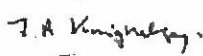
STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

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

POST BALANCE SHEET EVENT

No events of significance to report post the balance sheet date.

This report, including the Strategic Report, was approved by the board of Governors of Muntham House School and signed on their behalf by:

Signed 

J Knightley, Governor

Signed 

M Kipling, Governor

MUNTHAM HOUSE SCHOOL

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STATEMENT OF GOVERNORS' RESPONSIBILITIES

The Governors, who are also the directors of Muntham House School for the purpose of company law, are responsible for preparing the Governors' Report (incorporating the Strategic Report) and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Governors to prepare accounts for each financial period which give a true and fair view of the state of affairs of the charity and group and of the incoming resources and application of resources, including the income and expenditure, of the charitable company and the group for that period.

In preparing these accounts, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

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REPORT OF THE INDEPENDENT AUDITORS
TO THE MEMBERS OF MUNTHAM HOUSE SCHOOL

Opinion

We have audited the financial statements of Muntham House School for the period ended 31 August 2023 on pages 22 to 39. 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 financial statements:

- give a true and fair view of the state of the group and charitable company's affairs as at 31 August 2023 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements 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 financial statements, we have concluded that the director's use of the going concern basis of accounting in the preparation of the financial statements 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 group or charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The governors are responsible for the other information. The other information comprises the information included in the governors' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31 AUGUST 2023

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the governors' report (incorporating the strategic report and the governor' report) for the financial period for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the governors' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report and the directors' report.

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

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

Responsibilities of governors

As explained more fully in the governors' responsibilities statement set out on page 14, the governors (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the governors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the governors are responsible for assessing the charitable company'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 governors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31 AUGUST 2023

Auditor's responsibilities for the audit of the financial statements

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

The objectives of our audit, in respect to fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience, and through discussion with the directors and other management (as required by auditing standards), and discussed with the directors and other management the policies and procedures regarding compliance with laws and regulations;
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection Regulation (GDPR); fraud; bribery and corruption and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102 and the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the company's/charity's operations, the control environment and business performance, including the key drivers for management's remuneration;
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the company/charity has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31 AUGUST 2023

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included: testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

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

TC Group

Mark Cummins FCCA (Senior Statutory Auditor)
for and on behalf of TC Group
Statutory Auditors
Office: Steyning, West Sussex

Dated: 24 March 2024

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31 AUGUST 2023

					(17 months)	(12 months)	
		Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total	Total
						2023	2022
		£	£	£	£	£	£
	Notes						
Income from:							
Donations	6	6,959	-	41,656	-	48,615	147,826
Investment income	7	33,563	-	-	-	33,563	1,010
Charitable activities	8	8,817,598	-	568,162	-	9,385,760	6,157,516
Total income		8,858,120	-	609,818	-	9,467,938	6,306,352
Expenditure on:							
Charitable activities		8,493,297	-	594,658	16,500	9,104,455	5,883,305
Total expenditure	9	8,493,297	-	594,658	16,500	9,104,455	5,883,305
Net Surplus		364,823	-	15,160	(16,500)	363,483	423,047
Gross transfer between funds	18/20	400,756	(405,000)	4,244	-	-	-
Gain/(loss) on defined benefit pension schemes	17	238,000	-	-	-	238,000	319,000
Net movement in funds		1,003,579	(405,000)	19,404	(16,500)	601,483	742,047
Fund balances at 1 April 2022		4,621,379	695,000	10,367	1,474,155	6,800,901	6,058,854
Fund balances at 31 August 2023		5,624,958	290,000	29,771	1,457,655	7,402,384	6,800,901
Surplus attributable to school						617,983	758,547

All of the group's activities other than those identified above are classified as continuing. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

For comparative purposes 2023 is a 17 month period and 2022 is a 12 month period.

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
SUMMARY INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD ENDED 31 AUGUST 2023

	(17 months) 2023 £	(12 months) 2022 £
Gross income	9,467,938	6,306,352
Total expenditure from income funds	(8,849,955)	(5,547,805)
Net income for the period / year	617,983	758,547

The summary income and expenditure account is derived from the statement of financial activities on page 19 which, together with the notes on pages 27 to 39, provides full information on the movements during the period on all funds of the charity.

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
CONSOLIDATED BALANCE SHEET
AS AT 31 AUGUST 2023

	Notes	£	31 August 2023 £	£	31 March 2022 £
Fixed assets					
Tangible assets	12		4,430,236		3,873,581
Investments	13		1,000,000		-
			<u>5,430,236</u>		<u>3,873,581</u>
Current assets					
Stocks		7,476		5,247	
Debtors	14	195,727		267,356	
Cash at bank and in hand		2,470,004		3,334,949	
		<u>2,673,207</u>		<u>3,607,552</u>	
Creditors: amounts falling due within one year	15	(701,059)		(442,232)	
Net current assets			<u>1,972,148</u>		<u>3,165,320</u>
Total assets less current liabilities			<u>7,402,384</u>		<u>7,038,901</u>
Defined benefit pension scheme liability	17		-		(238,000)
Total net assets			<u>7,402,384</u>		<u>6,800,901</u>
Capital funds					
Endowment funds	19		1,457,655		1,474,155
Income funds					
Restricted funds	18	29,771		10,367	
Unrestricted funds:					
Designated funds	20	290,000		695,000	
Revaluation reserve (Property)	20	182,045		185,695	
Other charitable funds	20	5,442,913		4,435,684	
					5,326,746
			<u>7,402,384</u>		<u>6,800,901</u>

The accounts were approved by the Board on 7.2.24

J Knightley

J. A. Knightley

M Kipling

M Kipling

Company Registration No. 05063879

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
SCHOOL BALANCE SHEET
AS AT 31 AUGUST 2023

	Notes	£	31 August 2023 £	£	31 March 2022 £
Fixed assets					
Tangible assets	12		2,972,581		2,399,426
Investments	13		1,000,000		-
			<u>3,972,581</u>		<u>2,399,426</u>
Current assets					
Stocks		7,476		5,247	
Debtors	14	195,727		267,356	
Cash at bank and in hand		2,470,004		3,334,949	
		<u>2,673,207</u>		<u>3,607,522</u>	
Creditors: amounts falling due within one year	15	(701,059)		(422,232)	
Net current assets			<u>1,972,148</u>		<u>3,165,320</u>
Total assets less current liabilities			<u>5,944,729</u>		<u>5,564,746</u>
Defined benefit pension scheme liability	17		-		(238,000)
Total net assets			<u>5,944,729</u>		<u>5,326,746</u>
Income funds					
Restricted funds	18		29,771		10,367
Unrestricted funds:	20				
Designated funds			290,000		695,000
Other charitable funds			5,624,958		4,621,379
			<u>5,944,729</u>		<u>5,326,746</u>

The accounts were approved by the Board on 7.2.24

J Knightley

J. A. Knightley

M Kipling

M Kipling

Company Registration No. 05063879

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
CONSOLIDATED CASH FLOW STATEMENT
FOR THE PERIOD ENDED 31 AUGUST 2023

		31 August 2023		31 March 2022	
	Notes	£	£	£	£
Cash flows from operating activities					
Net income for the period		617,983		758,547	
Adjustments for:					
Transfer from endowment fund		(16,500)		(16,500)	
Depreciation of tangible fixed assets	12	297,730		205,553	
Transfers within fixed assets		-		61,742	
Investment income		(33,563)		(1,010)	
(Increase)/decrease in stocks		(2,229)		124	
Decrease/(increase) in debtors	14	71,629		(91,410)	
Increase in creditors	15	258,827		155,599	
(Decrease)/ in provisions – (Pension liability)		(238,000)		(319,000)	
			955,877		753,645
Cash flows from investing activities:					
Investment income	7	33,563		1,010	
Purchase of investments	13	(1,000,000)		-	
Purchase of tangible fixed assets	12	(854,385)		(772,573)	
Net cash provided by/(used in) investing activities			(1,820,822)		(771,563)
Change in cash and cash equivalents in the period / year			(864,945)		(17,918)
Cash and cash equivalents at the beginning of the period / year			3,334,949		3,352,867
Cash and cash equivalents at the end of the period / year			2,470,004		3,334,949

Analysis of cash and cash equivalents

	At 1 April 2022 £	Cash flow £	Non-cash changes £	At 31 August 2023 £
Cash at bank and in hand	3,334,949	(864,946)	-	2,470,004
	3,334,949	(864,946)	-	2,470,004

MUNTHAM HOUSE SCHOOL

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 AUGUST 2023

1 Statutory information

Muntham House School is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found in the Governors' Report.

2 Accounting policies

2.1 Basis of preparation

The financial statements 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Muntham House School meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. There are no material uncertainties about Muntham House School's ability to continue as a going concern.

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

2.2 Group financial statements

The financial statements consolidate the results of the charity and Muntham House School Trust, a linked charity (charity number 1105085-1), on a line by line basis. A separate Statement of Financial Activities and Income and Expenditure Account for the charity has not been presented as the charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

2.3 Income

Local authority fees and other income are included in the period in which the service is provided.

Investment income is accounted for when receivable.

Grants are credited to the Statement of Financial Activities in the period in which they are receivable unless a grant is subject to donor imposed conditions that specify the time period in which the expenditure of the resources can take place; in which case they are deferred.

2.4 Expenditure

Expenditure is accounted for on an accruals basis with the irrecoverable element of VAT included with the item to which it relates.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity. These are included in support costs.

All costs are allocated between expenditure categories and departments on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly.

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 AUGUST 2023

2.5 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated

Assets currently under construction are not depreciated.

Freehold buildings 1%, 2.5% and 5% straight line

Plant and machinery 10% and 25% straight line

Fixtures, fittings & equipment Between 7.5% and 33.33% straight line Motor vehicles 33.33% straight line

The freehold land and buildings were professionally valued in May 1997. The fair value was determined to be £1.65m which was incorporated into the accounts for the period ended 31 August 1997 and produced an increase in value of £365,000. The charity has adopted the transitional provisions of FRS 102 to continue to treat this value as the deemed cost.

The value of the Freehold Land not depreciated is £330,000.

Items for educational purposes for pupils to assist with learning are not considered to be of a capital nature and are written off to the Statement of Financial Activities. Other non-educational items of capital expenditure up to £1,000 are written off to the Statement of Financial Activities.

2.6 Leasing and hire purchase commitments

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

2.7 Investments

Fixed asset investments are stated at fair value, except investments in subsidiary undertakings which are stated at cost.

2.8 Taxation

Taxation for the period comprises current and deferred tax. Tax is recognised in the Statement of Financial Activities, except to the extent that it relates to items recognised in other comprehensive income.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

2.9 Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the period end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

2.10 Stock

Stock is valued at the lower of cost or net realisable value.

MUNTHAM HOUSE SCHOOL

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 AUGUST 2023

2.11 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Governors seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.12 Trade and other debtors

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

2.13 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.14 Pensions

Teaching staff are members of the Teachers' Pension Scheme (TPS), a defined benefit scheme administered by the Teachers' Pension Agency. Contributions to the Scheme are charged to the Statement of Financial Activities as they fall due. The Teachers' Pension Scheme is an unfunded scheme. Contributions on a "pay as you go" basis are credited to the exchequer under arrangements governed by the Superannuation Act 1972. Actuarial valuations are carried out on a notional set of investments. Under the definitions set out in Financial Reporting Standard 102, the Teachers' Pension Scheme is a multi-employer pension scheme. The charity is unable to identify its share of the underlying (notional) assets and liabilities of the scheme. Accordingly, under Financial Reporting Standard 102 the scheme is accounted for as if it were a defined contributions scheme.

The charity also contributes to personal pension schemes for non-teaching staff, including the Local Government Pension Scheme (LGPS) administered by West Sussex County Council. The charity is able to identify its share of the underlying (notional) assets and liabilities as detailed in note 17.

2.15 Fund accounting

Funds held by the charity are either:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the governors.

Designated funds – these are funds set aside by the governors out of unrestricted general funds for specific future purposes or projects.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds - these are land and building funds which cannot be sold without the prior consent of the Charity Commission, further details of which can be found in note 19.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2.16 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are 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.

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.

The governors do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 AUGUST 2023

3 Turnover

The turnover of the charity is wholly attributable to the objectives of the charity as stated in the Governors' Report and is earned entirely in the UK.

4 Net income/(expenditure) for the period / year

This is stated after charging:	2023 £	2022 £
Operating leases – equipment	3,684	650
Depreciation	297,730	205,553
Auditors remuneration (group):		
Audit fees – charity	12,500	11,000
Stock expensed	2,229	(124)

5 Taxation

The charitable company is registered as a charity and all of its income falls within the exemptions under Part 11 of the Corporation Tax Act 2010.

6 Income from donations

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and gifts	6,959	41,656	48,615	147,826
Donations and gifts				
Unrestricted funds:				
Donations and gifts			6,959	2,024
Restricted funds:				
William Belmer Rush Foundation			24,778	24,778
Wooden Spoon			16,500	-
Salix			-	1,668
Constable Education			-	100,000
Variety Club			-	16,638
D of E			-	3,000
Other			378	-
			41,656	145,802

7 Income from investments

	2023 £	2022 £
Interest receivable	33,563	1,010

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 AUGUST 2023

8 Income from charitable activities

	2023 £	2022 £
Main school fees	7,876,665	4,897,181
EEU fees	1,073,033	732,924
County Assistance – restricted income	410,960	440,150
Less bursaries	(65,695)	(10,248)
Net school fees	9,294,963	6,060,007
Bursaries and awards from restricted funds	65,695	10,248
Rental income	15,098	13,132
Other income	10,004	74,129
	9,385,760	6,157,516

9 Expenditure

	Staff costs £	Depreciation £	Other costs £	Total 2023 £	Total 2022 £
Charitable activities					
<u>Education</u>					
Education costs	4,640,736	122,604	676,143	5,469,483	3,235,283
Care costs	851,489	-	154,765	1,006,254	638,034
Premises costs	353,831	145,786	757,587	1,257,204	1,142,500
Support costs	623,440	26,640	709,305	1,359,385	857,240
Bursaries from restricted funds	-	-	42,129	42,129	10,248
	6,469,496	295,030	2,339,929	9,104,455	5,883,305
Total Expenditure	6,469,496	295,030	2,339,929	9,104,455	5,883,305

Analysis of support costs (including Governance costs)

	2023 £	2022 £
Wages and salaries	623,440	458,383
Legal and professional	203,947	161,936
General office and administration	442,576	165,646
Vehicle and travel	73,762	55,915
Governance costs:		
Audit fees	15,660	15,360
	1,359,385	857,240

10 Governors

None of the Governors (or any persons connected with them) received any remuneration during the year or received any reimbursement of expenditure for their services as Governors.

MUNTHAM HOUSE SCHOOL
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 AUGUST 2023

11 Employees

Number of employees

The average monthly headcount was 115 staff (2022: 107 staff) and the average monthly number of full time equivalent employees during the period was:

	2023 Number	2022 Number
Teaching and other staff	94	96

Employment costs

	2023 £	2022 £
Wages and salaries	5,188,365	3,208,236
Social security costs	478,110	272,903
Pension costs	811,278	537,187
	<u>6,477,753</u>	<u>4,018,326</u>

Staff earning in excess of £60,000 per annum in the following bands are:

	2023 Number	2022 Number
£70,000 - £79,999	1	1
£120,000 - £129,999	<u>1</u>	<u>1</u>

Of the employees whose emoluments exceed £60,000, 2 (2022: 2) have retirement benefits accruing under defined benefit pension schemes. Pension contributions for higher paid employees in the period amounted to £46,007 (2022: £41,490). The employment costs for the above disclosure have been prorated to a 12 month period.

The key management personnel of the charitable company comprise the Principal, Deputy Principal, Head of Care and Head of Finance.

The total employee benefits of the key management personnel were £537,012 (2022: £340,347). The increase is mainly due to the extended accounting period (17 months v 12 months in 2022).

MUNTHAM HOUSE SCHOOL

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 AUGUST 2023

12 Tangible fixed assets

	Land and buildings £	Plant and machinery £	Fixtures, fittings & equipment £	Total £
Cost				
At 1 April 2022	3,996,511	437,508	675,005	5,109,624
Additions	689,925	142,769	21,691	854,385
Disposals	-	(1,000)	-	(1,000)
At 31 August 2023	4,686,436	579,277	696,696	5,962,409
Depreciation				
At 1 April 2021	617,059	184,856	433,528	1,235,443
Charge for the period	145,786	75,761	76,183	297,730
Disposals	-	(1,000)	-	(1,000)
At 31 August 2023	762,845	259,617	509,711	1,532,173
Net book value				
At 31 August 2023	3,923,591	319,660	186,985	4,430,236
At 31 March 2022	3,749,452	252,652	241,447	3,873,581
School tangible fixed assets				
	£	£	£	£
Group assets at 31 August 2023	3,923,591	319,660	186,985	4,430,236
Less Endowment funds	(1,457,655)	-	-	(1,457,655)
School assets at 31 August 2023	2,465,936	319,660	186,985	2,972,581

The school fixed assets are as above after accounting for the endowment assets below:

The endowment funds consist of Land and Buildings of £1,650,000 less depreciation of £192,345 which are held as an endowment and are owned by the linked charity Muntham House School Trust (charity number: 1105085-1). The endowment land and buildings were professionally valued in May 1997. The fair value of £1.65m was incorporated into the accounts for the year ended 31 August 1997 and using the transitional provisions of FRS102 it continues to be treated as the deemed cost.

If the land and buildings had not been revalued they would be included at the following historical cost:

	2023 £	2022 £
Cost	1,285,000	1,285,000
Aggregate depreciation	311,285	301,450
Value of land in freehold land and buildings	330,000	330,000

13 Investments

	Consolidated		School	
	2023 £	2022 £	2023 £	2022 £
Gilt investments	1,000,000	-	1,000,000	-
	1,000,000	-	1,000,000	-

MUNTHAM HOUSE SCHOOL

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NOTES TO THE ACCOUNTS

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14 Debtors	Consolidated		School	
	2023	2022	2023	2022
	£	£	£	£
Trade debtors	128,672	41,794	128,672	41,794
Other debtors	4,057	410	4,057	410
Prepayments and accrued income	62,998	225,152	62,998	225,152
	<u>195,727</u>	<u>267,356</u>	<u>195,727</u>	<u>267,356</u>

15 Creditors: amounts falling due within one year

	Consolidated		School	
	2023	2022	2023	2022
	£	£	£	£
Trade creditors	112,500	193,643	112,500	193,643
Fees in advance and deferred income	325,731	74,348	325,731	74,348
Other creditors	98,454	114,327	98,454	114,327
Taxes and social security costs	87,096	-	87,096	-
Accruals and deferred income	77,278	59,914	77,278	59,914
	<u>701,059</u>	<u>442,232</u>	<u>701,059</u>	<u>442,232</u>

Fees in advance and deferred income

Deferred income comprises monies received for the provision of services after the period end.

	£
Balance as at 1 April 2022	74,349
Amount released to income earned from charitable activities	(74,349)
Amount deferred in period	325,731
Balance as at 31 August 2023	<u>325,731</u>
Made up as follows:	
Fees in advance	325,731
Deferred income	-
Balance as at 31 August 2023	<u>325,731</u>

MUNTHAM HOUSE SCHOOL

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NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 AUGUST 2023

16 Teachers' Pension Scheme

The School participates in the Teachers' Pension Scheme ("the TPS") for its teaching staff. The pension charge for the period includes contributions payable to the TPS of £391,118 (2022: £222,462) and at the period-end £nil (2022 - £nil) was accrued in respect of contributions to this scheme.

The TPS is an unfunded multi-employer defined benefits pension scheme governed by The Teachers' Pensions Regulations 2010 (as amended) and The Teachers' Pension Scheme Regulations 2014 (as amended). Members contribute on a "pay as you go" basis with contributions from members and the employer being credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

The employer contribution rate is set by the Secretary of State following scheme valuations undertaken by the Government Actuary's Department. The most recent actuarial valuation of the TPS was prepared as at 31 March 2016 and the Valuation Report, which was published in March 2019, confirmed that the employer contribution rate for the TPS would increase from 16.4% to 23.6% from 1 September 2019. Employers are also required to pay a scheme administration levy of 0.08% giving a total employer contribution rate of 23.68%.

The 31 March 2016 Valuation Report was prepared in accordance with the benefits set out in the scheme regulations and under the approach specified in the Directions, as they applied at 5 March 2019. However, the assumptions were considered and set by the Department for Education prior to the ruling in the 'McCloud/Sargeant case'. This case has required the courts to consider cases regarding the implementation of the 2015 reforms to Public Service Pensions including the Teachers' Pensions.

The TPS is subject to a cost cap mechanism which was put in place to protect taxpayers against unforeseen changes in scheme costs. The Chief Secretary to the Treasury, having in 2018 announced that there would be a review of this cost cap mechanism, in January 2019 announced a pause to the cost cap mechanism following the Court of Appeal's ruling in the McCloud/Sargeant case and until there is certainty about the value of pensions to employees from April 2015 onwards. The pause was lifted in July 2020, and following a public consultation in 2021 the Government have accepted three key proposals recommended by the Government Actuary, and are aiming to implement these changes in time for the 2020 valuations.

The 2016 cost control valuations were completed in January 2022, and the results indicated that there would be no changes to benefits or member contributions required. The results of the cost cap valuation are not used to set the employer contribution rate, and HM Treasury has indicated that any changes to the employer contribution rate resulting from the 2020 valuations will take effect in April 2024.

Until the 2020 valuation is completed it is not possible to conclude on any financial impact or future changes to the contribution rates of the TPS. Accordingly no provision for any additional past benefit pension costs is included in these financial statements.

17 Local Government Pension Scheme

Muntham House School is an admission body of the Local Government Pension Scheme (LGPS) administered by West Sussex County Council.

The LGPS is a funded defined benefit scheme, with assets held in separate trustee administered funds. Contributions to the schemes are determined by qualified actuaries on the basis of triennial valuations using the projected unit method. The scheme is a multi-employer pension scheme.

The total employer's contribution made for the period ended 31 August 2023 was £412,000 (year end 31 March 2022: £317,000). The agreed contribution rates for the period ended 31 August 2023 were from 5.5% to 8.5% for employees and 19.9% for employers.

The following information is based upon full actuarial valuations of the funds at 31 August 2023 by qualified independent actuaries for the entire West Sussex Council Pension Fund.

MUNTHAM HOUSE SCHOOL
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FOR THE PERIOD ENDED 31 AUGUST 2023

17 Local Government Pension Scheme (continued)

The principal actuarial assumptions used by the actuaries were as follows:

	2023	2022
	%	%
<i>Discount rate at 31 August (2022: 31 March)</i>	5.20	2.75
<i>Rate of increase in pensions payment</i>	3.00	3.15
<i>Rate of increase in salaries</i>	4.50	3.65

The post retirement mortality assumptions used to value the benefit obligation are based on the Fund's Vita Curves with improvements in line with the CMI 2018 model assuming long term improvements of 1.5% p.a. Based on these assumptions, the average future life expectancy of an average male reaching age 65 in 2023 is 22 years. The life expectancy of a female member reaching age 65 in 2023 is projected to be 226 years.

The expected return on plans' assets is based on market expectations for investment returns over the life of the related obligation.

The major categories of plan asset as a percentage of the total plans' assets, are as follows:

	2023	2022
	%	%
<i>Equities</i>	53	50
<i>Bonds</i>	31	34
<i>Property</i>	14	15
<i>Cash</i>	2	1

Changes in the Fair Value of Plan Assets, Defined Benefit Obligation and Net Asset / (Liability) for period-end 31 August 2023:

	2023	2022
	£'000	£'000
Fair value of Employer Assets	11,708	11,472
Present Value of Funded Liabilities	(7,341)	(11,710)
Surplus / (Deficit)	4,367	(238)

MUNTHAM HOUSE SCHOOL

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NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 AUGUST 2023

18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2022	Movement in funds		Balance at 31 August 2023
		Income	Expenditure and transfers	
	£	£	£	£
William Belmer Rush Foundation	-	24,778	(24,778)	-
Wooden Spoon	-	16,500	(16,500)	-
Other restricted donations	-	378	(378)	-
County Assistance	-	410,960	(410,960)	-
16 to 19 Bursary Release	-	65,695	(42,129)	23,566
PE Premium	-	38,576	(32,371)	6,205
Pupil Premium	10,367	52,931	(63,298)	-
	10,367	609,818	(590,414)	29,771

William Belmer Rush Foundation

This is a capital grant received from the foundation.

Wooden Spoon

Donation received from the Wooden Spoon charity for electric equipment and white goods in new Food Tech Centre.

Other restricted donations

Donation for utensils to be used in the Food Tech Centre.

County assistance

This is funding received from county councils for the provision of one to one special needs teaching assistants for individual pupils.

16-19 Bursary

This is funding received from the department specifically in respect of bursaries.

PE Premium

Funding was received from the department to provide specialist PE and sport support for local schools.

Pupil Premium

This is funding received from the government to decrease the attainment gap for disadvantaged children, whether by income or by family upheaval.

19 Endowment funds

The funds of the group include endowment funds included in the linked charity The Muntham House School Trust (Charity number 1105085-1) which constitute the following:

	Balance at 1 April 2022	Movement in funds			Balance at 31 August 2023
		Income	Expenditure	Transfers	
	£	£	£	£	£
Permanent Endowments					
Land and buildings	1,474,155	-	(16,500)	-	1,457,655
	1,474,155	-	(16,500)	-	1,457,655

The endowment fund consists of land and buildings of £1,650,000 less depreciation of £192,345 which are owned by the subsidiary charity Muntham House School Trust (charity number: 1105085-1). The fair value of the Freehold Land not depreciated is £330,000. During the period depreciation of the buildings amounted to £16,500 (2022: £16,500).

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NOTES TO THE ACCOUNTS
FOR THE PERIOD ENDED 31 AUGUST 2023

20 Unrestricted funds

The unrestricted funds of the charity include the following:

	Movement in funds				Balance at 31 August 2023
	Balance at 1 April 2022	Income	Expenditure (Net of pension gain)	Transfers	
	£	£	£	£	£
General reserves	4,435,684	8,858,120	(8,255,297)	404,406	5,442,913
Designated funds	695,000	-	-	(405,000)	290,000
Fair value reserve	185,695	-	-	(3,650)	182,045
	<u>5,316,379</u>	<u>8,857,647</u>	<u>(8,254,824)</u>	<u>(4,244)</u>	<u>5,914,958</u>

The Designated funds are in respect of the Infant class of £nil (2022: £405,000) for the rolling fixed asset replacement and maintenance programme), funds for a Post 16 class of £260,000 (2022: £260,000) and £30,000 (2022:£30,000) in relation to historical abuse claims.

21 Share capital

The charity is a company limited by guarantee and has no share capital.

22 Commitments under operating leases

At 31 August 2023 the school had total commitments payable under non-cancellable operating leases as follows:

	2023	2022
	£	£
Within one year	867	2,600
Within two to five years	-	1,951
	<u>867</u>	<u>4,551</u>

23 Analysis of net assets between funds

Fund balances at 31 August 2023 are represented by:

	Restricted funds	Designated funds	Endowment Fund	Unrestricted funds	2023 Total
	£	£	£	£	£
Tangible fixed assets	-	-	1,457,655	3,972,581	5,430,236
Current assets	29,771	290,000	-	2,353,436	2,673,207
Creditors: amounts falling due within one year	-	-	-	(701,059)	(701,059)
	<u>29,771</u>	<u>290,000</u>	<u>1,457,655</u>	<u>5,624,958</u>	<u>7,402,384</u>

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NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 AUGUST 2023

23 Analysis of net assets between funds (continued)

Fund balances at 31 March 2022 are represented by:

	Restricted funds	Designated funds	Endowment Fund	Unrestricted funds	2022 Total
	£	£	£	£	£
Tangible fixed assets	-	-	1,474,155	2,399,426	3,873,581
Current assets	10,367	695,000	-	2,902,185	3,607,552
Creditors: amounts falling due within one year	-	-	-	(442,232)	(442,232)
Pension Liability	-	-	-	(238,000)	(238,000)
	10,367	695,000	1,474,155	4,621,379	6,800,901

24 Related parties

During the year J Knightley (Trustee during the period) was a Trustee of the William Belmer Rush Foundation. The Foundation awarded a grant of £24,778 to the school in the 2023 (2022: £24,778).

25 Contingent Liability

At the balance sheet date the school was involved in potential insurance matters concerning historical events, where the outcome is uncertain and any potential liabilities cannot be quantified.

26 Statement of financial activities comparative funds – year ended 31 March 2022

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total 2022
	£	£	£	£	£
Income from:					
Donations	2,024	-	145,802	-	147,826
Investment income	1,010	-	-	-	1,010
Charitable activities	5,630,410	-	527,106	-	6,157,516
Total income	5,633,444	-	672,908	-	6,306,352
Expenditure on:					
Charitable activities	5,314,870	-	551,935	16,500	5,883,305
Total expenditure	5,314,870	-	551,935	16,500	5,883,305
Net Income/(expenditure)	318,574	-	120,973	(16,500)	423,047
Gross transfer between funds	446,638	(230,000)	(216,638)	-	-
Profit on defined benefit pension schemes	319,000	-	-	-	319,000
Net movement in funds	1,084,212	(230,000)	(95,665)	(16,500)	742,047
Fund balances at 1 April 2021	3,537,167	925,000	106,032	1,490,655	6,058,854
Fund balances at 31 March 2022	4,621,379	695,000	10,367	1,474,155	6,800,901

Surplus attributable to school **758,547**

All of the groups activities are classified as continuing except as disclosed above. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

