

Registration number: 12039636

Charity number: 1184684



Emmanuel School (Derby) Limited  
(A COMPANY LIMITED BY GUARANTEE)

## REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR

1 Sept 2020 – 31 August 2021

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## REFERENCE AND ADMINISTRATION INFORMATION

### Trustees

A Sherwood (Chairman)

F Fraser

P Young

A McAleese

B Snowdon

Company Number: 12039636

Charity Number: 1184684

Registered Office: Juniper Lodge  
43 Kedleston Road  
Derby  
DE22 1FP

Bank: Lloyds Bank  
25 Gresham Street  
London  
EC2V 7HN

# DIRECTORS' REPORT

The Trustees and Directors are pleased to present their Annual Report together with the financial statements for the period from 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021.

## Structure, Governance & Management

### *Governance Structure*

The Trustees of Emmanuel School (Derby) Limited are also the directors and members of the charitable company for the purposes of company law. The Trustees act as the overall management board for the organisation. They have ultimate responsibility for the running, operations, and finances of the school.

### *Governing Document*

The organisation is a charitable company limited by guarantee, incorporated on 7 June 2019 and registered as a charity on 30 July 2019. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1 for the debts and liabilities contracted before they ceased to be a member.

### *Recruitment and Appointment of Trustees*

As set out in the Memorandum and Articles of Association, the Trustees of Emmanuel School (Derby) Limited are selected and appointed directly by the existing Trustees, for an indefinite period of service.

All Trustees give their time voluntarily and receive no remuneration for this work. Any expenses reclaimed from the charity are set out in note 5 to the accounts.

### *Trustee Induction and Training*

The training and induction provided for new Directors will depend upon their existing experience but would always include a tour of the schools and a chance to meet staff and pupils. All Directors are provided with copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role as Directors. As there are normally only a small number of new Directors during a year, induction is tailored specifically to the individuals.

### *Risk Management*

The Trustees regularly conduct a review of the major risks to which the charity is exposed. A risk register is held by the Trustees to capture these risks. This will be reviewed annually by the Trustees.

### *Organisational Structure*

The board of Trustees meet at least four times a year and have legal responsibility to the Department of Education for the school. They are responsible for the strategic direction and policy of the organisation and monitoring effectiveness of its governance structure

The school Governors meet 6 times a year and are accountable to the Trustees for the educational running of Emmanuel School, Derby. A scheme of delegation is in place, and day to day responsibility for the management of the school rests with the Headteacher.

## Objectives & Activities

### *Emmanuel School, Derby*

Our chief focus as a charity is the continuation of Emmanuel School, Derby; an independent Christian School in the city of Derby.

We believe that each child is uniquely precious to God and uniquely gifted by Him and is able through His grace to have a meaningful relationship with God – Father, Son and Holy Spirit.

We believe that the education of children is a shared responsibility amongst parents, church and school and that the best outcomes for the child and society are when these three share a common mission for our children.

We desire that each child is equipped to stand up for what is right, to have compassion for the marginalised and to make a positive contribution to society both now and in their future lives.

We believe that all wisdom and understanding comes from God and that academic, social, moral and physical development only reach their true value when set in the context of understanding God and His world.

## Achievements & Performance

### *2020-21 objectives*

- I. Secure the funds to purchase Juniper Lodge.
- II. Increase the numbers of children in the school.
- III. Continue to provide fee reductions for families in significant financial difficulty.
- IV. Build on the Independent School's Inspectorate's recommendations for continued improvement in the teaching and learning in the school.
- V. Limit the impact of COVID-19 on children's learning.

### *2020-2021 performance*

Emmanuel School (Derby) Limited has met its objectives for 2020-21. An interest free loan was secured against the property, facilitating its purchase from Reach in July 2021. This loan is for a total of 5 years, after which it will need to be repaid.

Pupil numbers in the school fell during the 2020-21 academic year but significant enquiries and applications mean that numbers will be increasing in September 2021, with a large proportion of the increase in the Early Years Unit. The Year 1 and 2 class is also expected to be full, or close to full. Work continues to raise awareness of the school and encourage new enquiries to sign up for spaces.

We are pleased that we have been able to offer fee reductions for a number of families who are facing financial difficulties.

COVID-19 has continued to impact the educational provision at Emmanuel, in particular the implementation of the recommendations from the Independent School's Inspectorate. Pupils were in school for the majority of the year but lockdowns and other COVID related difficulties did cause children to learn remotely for periods of time. There was a focus in classes on catching up and reintegrating children into school life to enable positive learning habits to be renewed.

### *Public Benefit Statement*

The objects and charitable purposes of the Company are to advance for the public benefit education in the United Kingdom, in particular but without prejudice to the generality of the foregoing, by establishing, maintaining, carrying on, managing and developing one or more schools with a religious character offering a broad and balanced curriculum conducted in accordance with the principles, practices and tenants of the Statement of Beliefs both generally and in particular in relation to arranging for religious education and daily acts of worship.

The public benefit of Emmanuel School (Derby) Limited is for all families in the Derby area; the ability to access low cost, Christian education for their children. The Trustees confirm that they have given due regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

### *Going Concern*

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that Emmanuel School has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements.

### *Plans for the 2021-22 Period:*

- Increase the numbers of children in the school.
- Continue to provide fee reductions for families in significant financial difficulty.
- Continue to build on the Independent School's Inspectorate's recommendations for continued improvement in the teaching and learning in the school.
- Limit the impact of COVID-19 on children's learning.
- Build up funds to facilitate repayment of the loan on the building and capital investment.

## Financial Report for the Year

The majority of Emmanuel School (Derby) Limited's income comes from parental fees, paying for their children's attendance at the school. In addition to this, funding is received from Derby City Council for children in the Early Years Unit. There were also a number of voluntary donations from various individuals.

The school building was purchased by Emmanuel School (Derby) Limited from the previous proprietor, Reach, in the financial year 2020-21. See note 6 for details.

### *Investment Policy*

The cash balances held by the Emmanuel School (Derby) Limited have not enabled significant investment to take place during 2020/21 with funds being held on deposit with the bank.

The Directors will seek to invest surplus funds in a manner to obtain the best possible return whilst mitigating against financial risks and these are invested with reputable investors.

### *Reserves Policy*

Emmanuel School (Derby) Limited has reserves totalling £54,864 at the end of the year. These are all held in the unrestricted reserve and will be used fulfil the school's charitable objectives. Emmanuel School (Derby) Limited aims to hold 3 months of gross salary expenditure. Where reserves fall below this figure, the trustees will meet to discuss what measures can be taken to limit further reduction of reserves. Excess reserves are being held to assist the school in the purchase of its current building, as well as investing in improvements in the school resources and provision.

No funds are held on behalf of others.

The Directors' Report (incorporating the Trustees' Report) was approved by the Members on 10<sup>th</sup> May 2022 and signed on its behalf by:

A handwritten signature in blue ink, appearing to read 'A. Sherwood'.

Andrew Sherwood (Chair of Trustees)

# Independent Examiner's report to the Trustees of Emmanuel School (Derby) Limited

I report on the accounts of the company for the year ended 31 August 2021, which are set out on pages 8 to 13.

## Respective Responsibilities of Trustees and Examiner

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and have elected for an independent examination to be undertaken.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

## Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

## Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Mr Christopher Manning

FCA

1 The End, Newton Solney, DE15 0RY

21 May 2021

# Statement of Financial Activities

## (including Income & Expenditure Account)

for the year ended 31 August 2021

	Notes	Unrestricted Funds 2020-21 £	Restricted Fixed Asset Funds 2020-21 £	Total 2020-21 £	Total 2019-20 £
<b>Incoming Resources</b>					
<i>Incoming Resources from Generated Funds:</i>					
Donations and Voluntary Income		38,139	550,000	588,139	23,666
Activities for Generating Funds		-	-		669
Income from transfer of school		-	-		22,225
Investment Income		-	-		-
<i>Incoming Resources from Charitable Activities</i>	2	150,265	-	150,265	73,202
<i>Other Incoming Resources</i>	3	9,378	-	9,378	-
<b>Total Incoming Resources</b>		<b>197,782</b>	<b>550,000</b>	<b>747,782</b>	<b>119,762</b>
<b>Resources Expended</b>					
<i>Costs of Generating Funds:</i>		-	-		-
Costs of Generating Voluntary Income		-	-		-
<i>Charitable Activities</i>		187,150	-	187,150	75,367
<i>Governance Costs</i>		163	-	163	-
<i>Other Resources Expended</i>		-	-	-	-
<b>Total Resources Expended</b>	4	<b>187,313</b>	<b>-</b>	<b>187,313</b>	<b>75,367</b>
<b>Net Incoming/(Outgoing) Resources</b>		<b>10,469</b>	<b>550,000</b>	<b>560,469</b>	<b>44,395</b>
Gross Transfers Between Funds		(250,000)	250,000	-	-
Other Recognised Gains/(Losses)		-	-	-	-
<b>Net Movement in Funds</b>		<b>(239,531)</b>	<b>800,000</b>	<b>560,469</b>	<b>44,395</b>
<b>Total Funds Brought Forward</b>		<b>44,395</b>	<b>-</b>	<b>44,395</b>	<b>-</b>
<b>Total Funds Carried Forward</b>		<b>(195,136)</b>	<b>800,000</b>	<b>604,864</b>	<b>44,395</b>

The statement of financial activities includes all gains and losses in the year. All incoming resources and expended derive from continuing activities.

# Balance Sheet as at 31 August 2021

	Notes	31 Aug 2021 £	31 Aug 2020 £
Fixed Assets	6	800,000	-
Current Assets			
Stock			-
Debtors	7	12,723	25,964
Prepayments		1,434	1,434
Cash at bank & in hand		61,333	35,018
		<u>75,490</u>	<u>62,416</u>
Current Liabilities			
Creditors: amounts falling due within one year	8	20,625	18,021
Net Current Assets		<u>54,864</u>	<u>44,395</u>
Creditors: amounts falling due after one year		<u>(250,000)</u>	
Net Assets		<u>604,864</u>	<u>44,395</u>
Funds	9		
Unrestricted Fund		(195,136)	44,395
Restricted Fund		800,000	-
Total Funds		<u>604,864</u>	<u>44,395</u>

For the period ending 31<sup>st</sup> August 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

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

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

Approved by the Members on 10 May 2022 and signed on its behalf by:



Andrew Sherwood (Chair of Trustees)

# NOTES TO FINANCIAL STATEMENTS

## Note 1: Accounting Policies

### *Basis of preparation*

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

### *Fund accounting*

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of a fundraising appeal.

### *Incoming resources*

All incoming resources are included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

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

Investment income is included when receivable and includes any gain or loss on the sale of investments or their revaluation to market value at the end of the year.

Incoming resources from charitable trading activity are accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

The value of any voluntary help received is not included in the accounts but is described in the Trustees' annual report.

Incoming resources from tax reclaims are included at the same time as the gift to which they relate.

### Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity, the costs of Trustee meetings and costs linked to the strategic management of the charity.

### Tangible Fixed Assets

Assets costing £5,000 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

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

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

Depreciation is provided on the following bases:

Freehold Buildings                      - Straight-line over 50 years

Freehold buildings are held at deemed cost. All such assets were given a full valuation on 15 March 2022 on the basis of market value by Hugh Broadbent, a registered member of the Royal Institute of Chartered Surveyors for Chartex Surveyors and Valuers, who are independent of the trust.

### Note 2: Incoming Resources from Charitable Activities

	2021 £	2020 £
School Fees	115,466	60,899
Nursery Grant	34,313	11,496
Other Income	486	807
	<hr/> 150,265	<hr/> 73,202

### Note 3: Other Incoming Resources

	2021	2020
	£	£
Furlough Payment	5,706	-
Other Income	3,672	-
	<hr/>	<hr/>
	9,378	-

### Note 4: Total Resources Expended

		2021	2020
		£	£
Staff Costs	5	156,749	54,750
School Resource Costs		13,192	8,395
Administrative Costs		17,372	12,222
Other Costs		-	-
		<hr/>	<hr/>
		187,313	75,367

### Note 5: Staff Costs

	2021	2020
	£	£
Gross Wages, Salaries and Benefits in Kind	144,267	47,252
Employers National Insurance Costs	6549	3426
Pension Costs	5933	4071
	<hr/>	<hr/>
	156,749	54,749

13 members of staff were employed on fixed term or permanent contracts during the year 2020-21. In addition to this, a limited number of temporary staff were employed to provide teaching cover.

All staff have access to a defined contribution pension scheme.

## Note 6: Tangible Fixed Assets

	Freehold Land and Buildings £	Total £
Cost or Valuation		
At 1 September 2020	-	-
Additions	800,000	800,000
At August 31 2021	800,000	800,000
Depreciation		
At 1 September 2020	-	-
Charge for the period	-	-
At 31 August 2021	-	-
Net Book Value		
At 31 August 2021	800,000	800,000
At 31 August 2020	-	-

Freehold buildings are held at deemed cost. All such assets were given a full valuation on 15 March 2022 on the basis of market value by Hugh Broadbent, a registered member of the Royal Institute of Chartered Surveyors for Chartex Surveyors and Valuers, who are independent of the trust.

## Note 7: Debtors

	2021 £	2020 £
School Fees	12,679	13,129
Transfer from previous proprietors	44	12,224
Gift Aid	-	611
	12,723	25,964

## Note 8: Creditors: amounts falling due within one year

	2021 £	2020 £
Income received in advance	19,759	17,178
Accounts Payable	259	597
Other (inc. HMRC)	607	245
	<hr/> 20,625	<hr/> 18,020

## Note 9: Statement of Funds

	Balance at 1 September 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 August 2021 £
Unrestricted Funds					
Retained Earnings	44,395	192,076	181,607	-	54,864
Loan Fund	-	-	-	(250,000)	(250,000)
	<hr/> 44,395	<hr/> 192,076	<hr/> 181,607	<hr/> (250,000)	<hr/> (195,136)
Restricted Fixed Asset Fund					
Donated Assets	-	550,000	-	-	550,000
Purchased Assets	-	-	-	250,000	250,000
	<hr/> -	<hr/> 550,000	<hr/> -	<hr/> 250,000	<hr/> 800,000
Total Funds	<hr/> 44,395	<hr/> 742,076	<hr/> 181,607	<hr/> -	<hr/> 604,864

## Note 10: Trustee Remuneration & Related Party Transactions

One trustee of the trust, Mr B Snowdon, received remuneration as an employee during the year 2020-21. Remuneration was not for work as a trustee of the charity. Mr B Snowdon is excluded from all decision making relating to remuneration and conditions of his employment by the trust.

Mrs G Snowdon and Mrs S Snowdon are related parties as employees of Emmanuel School (Derby) Limited and close relatives to Mr B Snowdon (trustee). Mr B Snowdon is excluded from all decision making relating to remuneration and conditions for these related parties.

During the year the trustees, Mr A Sherwood, Mr P Young, Mrs F Fraser and Mr B Snowdon, paid school fees for their children's education at the school. Mr A Sherwood and Mr P Young made individual donations to the school. A donation was also made by Hope City Furniture, a charity of which Mrs F Fraser is a trustee.

No fees were owing by the Trustees at the 31<sup>st</sup> August 2021.

### Note 10a: Trustee Remuneration as an employee (B Snowdon)

	2021 £	2020 £
Gross Wages, Salaries and Benefits in Kind	28,115	11,442
Employers National Insurance Costs	2659	1,075
Pension Costs	1467	1,287
	<hr/> 32,271	<hr/> 13,804

### Note 10b: Related Party Remuneration as employees (G Snowdon and S Snowdon)

	2021 £	2020 £
Gross Wages, Salaries and Benefits in Kind	32,186	12,946
Employers National Insurance Costs	2,046	775
Pension Costs	1,609	1,433
	<hr/> 35,841	<hr/> 13,929