

Charity Registration No. 307034

Company Registration No. 902869 (England and Wales)

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**

**(LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2021**

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Mrs D J Alun-Jones MA N P Backhouse MA FCA W Belcher J A B Bruce FCA Miss L K Hamblett MA R A J Hill Mrs K Hogan BA C M Keville (Chairman) J A Passam J H L Patrick MVO BSc Mrs S L Morison
<b>Secretary</b>	G P Falconer
<b>Charity number</b>	307034
<b>Company number</b>	902869
<b>Principal address</b>	Westbourne House School Coach Road Shopwyke Chichester West Sussex PO20 2BH
<b>Registered office</b>	Westbourne House School Coach Road Shopwyke Chichester West Sussex PO20 2BH
<b>Auditor</b>	Jones Avens Limited Piper House 4 Dukes Court Bognor Road Chichester West Sussex PO19 8FX
<b>Bankers</b>	National Westminster Bank Plc 5 East Street Chichester West Sussex PO19 1HH
<b>Investment advisors</b>	Rathbone Brothers Plc 8 Finsbury Circus London EC2M 7AZ

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**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
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**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)  
FOR THE YEAR ENDED 31 AUGUST 2021**

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The Trustees present their annual report and financial statements for the year ended 31 August 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Trust's governing document, the Companies Act 2006 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 2019)".

**The impact of COVID-19**

These have been unprecedented times for the School. Trustees have used their experience and judgement to navigate through the COVID-19 Pandemic. A number of material decisions were taken which impacted severely upon the School's income through a reduction in fees, fundraising and facilities hire. However, a relatively strong performance of our investments, combined with streamlining of existing contracts and a highly disciplined approach to discretionary spending still led to a modest increase to our reserves. The School ends this period in a far stronger position than might have been the case, due to a combination of good judgement and strong leadership from the School's Senior Management Team.

**Objectives and activities**

The aim of the School is to stimulate and encourage children to maximise their potential in mind, body and spirit through a broad and varied curriculum. The School wishes to provide this quality of education for an ever wider range of children while at the same time being a responsible employer and an integral member of the local community.

The Trustees are fully committed to operating the School in the spirit of the Charities Act 2011 and for the public benefit in its broadest sense. They believe the benefits of the charity to the pupils of the School are clear and some of their achievements are mentioned below as are the steps the Trustees are taking to widen access to the charity's benefits by making both facilities and the provision of education itself available to greater numbers of children. The Trustees recognise, however, that a balance must be struck between offering free or reduced-fee places and maintaining sufficient income to sustain the financial health of the charity. The School works hard to maintain links with local community schools, mainly by sharing sports facilities and is very open to involvement in other ways. The Trustees are able to confirm that all of the expenditure detailed in these accounts was used in furtherance of the Trust's objectives.

In furtherance of the Trust's objectives, the Trustees have pursued a policy of continuous improvement in both facilities and teaching practices. During the year, this programme included the renovation of the Sports Hall, the addition of several site security enhancements and the resurfacing of the Netball & Tennis Courts. Preventative maintenance continued on the Main House, including new heating and electrical supply to the boarders' accommodation.

The Trust constantly monitors trends and developments in education and where these have proved advantageous they have been adopted. In funding improvements it has always been the policy to generate sufficient surpluses to fund the costs of developments. There has been no change in these policies during the year.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Trust should undertake.

**Strategic report**

The description under the headings "Achievements and performance" and "Financial review" meet the company law requirements for the Trustees to present a strategic report.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND  
STRATEGIC REPORT)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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**Achievements and performance**

The primary charitable activity of the Trust during the year has been the education of the (on average) 356 children at Westbourne House School. Overall pupil numbers increased steadily during the year, with a net gain of 35 pupils. Numbers continue to reflect the general pattern of moves from London, with pupils coming in to year groups all across the school up to Year 6. This bodes well for the future. Although the overseas market remained relatively quiet, there are early signs that the market will return, although not perhaps in the same volume as previously. The School has a good range of agents and contacts to fulfil the overseas target of 20-25 pupils for 21/22.

At the end of the year, all 49 pupils in Year 8 passed the Scholarship or Common Entrance examination to gain places at senior school. Seventeen pupils won a total of 19 awards from their senior school in recognition of their ability and potential. The School was awarded the prestigious High Performance Learning World Class School Award, which recognises the very best schools across the globe.

On the sports field, School teams and individuals again enjoyed considerable success, both locally and more widely, with several pupils competing at district and county level. Two pupils were selected to join the Cricket National Development Squad. Many more saw their achievements recognised in a wide range of sporting and cultural activities. The balanced curriculum includes a structured programme of Outdoor Education and Leadership in Years 3 to 8 with tailored on-site activities and expeditions. Although the Pandemic continued to constrain our off-site activities, Years 5 to 8 were still able to conduct their residential trips to Badminton Woods in Gloucestershire. Year 8 were still able to conduct a stimulating programme of activities after their final examinations. Unfortunately, overseas sports and academic tours were cancelled due to the Pandemic.

During the year, 75 children received assistance from the School in the form of scholarships or bursaries while a further 31 children paid discounted fees. Six children benefited from bursaries worth 75-100% of the fees and the Trustees continued their policy of widening access to the School by advertising further substantial awards. One child received assistance also from the Centenary Bursary Fund, established in 2007 in memory of William Wates, a former pupil.

These are considerable achievements and support the Senior Management and Trustees view that we have the School's aim of maximising pupil's potential in all regards.

**School and Community**

The School seeks to promote a family atmosphere within its community and enjoys an excellent relationship with its employees. Staff turnover remains low; few teachers leave other than on promotion or retirement and there is a good record of internal promotion. The School maintains a close relationship with parents and with former pupils and continues to strengthen its ties with the Old Westbournian community.

Westbourne House is very conscious and proud of its place in the wider community. During 2020-21, the sports facilities were fully booked by local clubs and teams, including badminton, football, rugby, cricket and swimming. Although many sessions were cancelled due to the Pandemic, community events had returned to normal by midway through the Summer Term. In some cases, a charge is made to defray a proportion of running expenses, but each week the School provides recreational opportunities to hundreds of people from the local area. The Millennium Hall continues to be a popular venue for festivals of music, drama and dance as well as fund-raising events for charities and the School looks forward to playing a greater role in the cultural life of Chichester. The hire of facilities for charitable and fund-raising activities is generally free, or at a greatly reduced rate. However, all of this activity was badly effected as a result of the COVID-19 Pandemic.

Pupils, parents and staff again organised a wide variety of fundraising activities for this year's School's charities, including the Chichester Downs Syndrome Support Group, Team Unlimbited, Sausage Tree Charity and the School's own Bursary Fund. Although much of this activity was depressed due to the Pandemic, the School continued to fund raise and has amassed sufficient funds over 3 years to donate £30,451 to good causes.

Westbourne House contributes significantly to the local economy. Its employees predominantly live in the Chichester District and the School has a policy of purchasing goods and services locally wherever possible.

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**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND  
STRATEGIC REPORT)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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**Financial review**

The operating activities of the Trust generated an income of £5.124 million and this resulted in a surplus on unrestricted funds of £188,286. There was a decrease in operating income of £248,923 relative to last year.

Total balances held with National Westminster Bank, Nationwide Building Society and Lloyds Bank at 31 August 2021 were £1,709,849 (2020 - £2,212,012).

The Trust remains in a healthy financial position, which will enable it to maintain its ongoing programme of capital expenditure.

Total reserves at the balance sheet date are £12,689,148 (2020 - £12,502,078), of which £12,590,785 (2020 - £12,402,499) are unrestricted and £98,363 (2020 - £99,579) are restricted.

It is the policy of the charity that free reserves should be maintained at a level equivalent to at least three month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to ways in which additional funds may be raised. As at 31 August 2021 free reserves stood at £2,084,159 representing the charity's unrestricted funds less fixed assets (£10,506,626).

The day to day finances of the charity are managed by the Bursar and his assistant. The Bursar reports regularly to the Finance Committee. Budgeting and careful control of expenditure are key policies for the charity.

The charity's principal funds are generated from fees charged to parents of pupils. All expenditure in the year, other than governance costs, has been incurred specifically to meet the charity's key objective of educating children up to the age of 13.

The Trustees consider that the market value of the land and buildings substantially exceeds the book value of £10.010 million.

**Risk review**

The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems and/or defences have been established, recorded in a comprehensive Risk Register, to manage those risks wherever possible.

Among those risks the most significant are considered to be:

- A third financial shock caused by the COVID-19 Pandemic in a similar manner to 2020 and 2021 which causes partial or complete closure of the School.
- An adverse change in the legislative regime under which independent schools operate.
- A collapse in the local or national economy.
- A major criminal incident which causes closure of the School and/or severe loss of confidence by parents.
- A major accident which causes partial or complete closure of the School.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND  
STRATEGIC REPORT)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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**Plans for the future**

Westbourne House plans to maintain its leading position in the Preparatory School sector by employing sufficient teaching staff of the right calibre and expertise to inspire our pupils and by ensuring a high standard of facilities through continuous upkeep of the buildings and grounds. Our objectives are set out on Page 1.

Our commitment to the broader community through charity fundraising will continue. A portion of our fundraising will be used to support the Bursary Fund which the trustees see as being an important aspect of widening access to the School.

The financial benefits of our decision to exit the Teachers' Pension Scheme and enter a new defined contribution pension scheme from September 2021 will be felt in the next financial year.

**Structure, governance and management**

The Trust is a registered charity and a company incorporated under the Companies Acts 1985 to 2006, limited by guarantee. The Trust's governing document is its Memorandum and Articles of Association. The Trust's objects are to provide high quality education for children up to the age of 13 years, through the medium of Westbourne House School, and to prepare children for entry to Public and State schools.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs D J Alun-Jones MA

N P Backhouse MA FCA

W Belcher

J A B Bruce FCA

Miss L K Hamblett MA

R A J Hill

Mrs K Hogan BA

C M Keville (Chairman)

Mrs J P Matthews

(Resigned 2 July 2021)

J A Passam

J H L Patrick MVO BSc

Mrs S L Morison

(Appointed 27 November 2020)

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The Trustees desire that the Board should represent a wide spectrum of appropriate interest and experience including business and administration, education, the law, the arts and, especially, a strong feeling for the School and its aims. Most of the Trustees have had children at the School, and it is the policy that one or two trustees should be current parents. Trustees may be nominated by anyone connected with the School and nominations are considered by a small committee of Trustees who take soundings from interested parties, including the Headmaster, before recommending a name to the full board. The induction and training of new trustees is in five overlapping phases: a detailed introduction to the School by the Headmaster, mentoring by the Chairman of Governors and by the chairmen of committees in their respective areas, frequent visits to the School and regular contact via newsletters etc, attendance at events organised by training bodies, and self-study of training materials. The most recent Regulatory Compliance Inspection by the Independent Schools' Inspectorate (ISI) took place in June 2018. The School was found to meet the necessary standards. This inspection only provides either a met/not met assessment of the school.

The Trust is governed by a Board of Trustees (Governors) who determine the policy and strategies of the School. The Board is supported by the Finance and General Purposes Committee and by the Academic and Pastoral Committee. The operational management of the School is directed by the Headmaster, Mr Martin Barker (Chief Executive Officer) and the Bursar, Mr Gordon Falconer (Chief Operating & Finance Officer) who manage a total of 59 teaching staff and 68 support non-teaching staff, both full and part time.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND  
STRATEGIC REPORT)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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Remuneration is set by the Board, with the policy objective of ensuring appropriate incentives to encourage enhanced performance and in a fair and responsible manner, rewarding for individual contributions to the School's success. The appropriateness and relevance of the remuneration policy is reviewed regularly including reference to comparisons with other independent schools to ensure that Westbourne House remains sensitive to the broader issues of pay and employment conditions elsewhere. We aim to recruit, subject to experience, at a position within a pay band in order to be able to reward staff for excellence. Delivery of the Company's charitable vision and purpose is primarily dependent on our key management personnel and staff costs are the largest single element of our charitable expenditure.

There are no restrictions on the investment powers of the Trustees. The current strategy is focused on long term capital growth with Rathbones on a Risk 5 Investment Strategy (on a scale of 1 to 6). The investment horizon is long term, with an objective of CPI + 4% per annum. The Trustees keep the performance of investments under regular review in order to manage risk and maximise return.

**Asset cover for funds**

Note 23 sets out an analysis of the assets attributable to the various funds and a description of the Trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

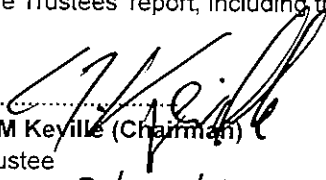
**Auditor**

In accordance with the company's articles, a resolution proposing that Jones Avens Limited be reappointed as auditor of the company will be put at a General Meeting.

**Disclosure of information to auditor**

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report, including the strategic report, was approved by the Board of Trustees.

  
.....  
C M Keyville (Chairman)  
Trustee

Dated: .....3/12/21

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
***FOR THE YEAR ENDED 31 AUGUST 2021***

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The Trustees, who are also the directors of Westbourne House School Educational Trust Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

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

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

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
INDEPENDENT AUDITOR'S REPORT**

**TO THE TRUSTEES OF WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST  
LIMITED**

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**Opinion**

We have audited the financial statements of Westbourne House School Educational Trust Limited (the 'Trust') for the year ended 31 August 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charitable company's affairs as at 31 August 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**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 Trust 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 Trustees' 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 Trust'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 Trustees with respect to going concern are described in the relevant sections of this report.

**Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
INDEPENDENT AUDITOR'S REPORT (CONTINUED)  
TO THE TRUSTEES OF WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST  
LIMITED**

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**Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the Trustees' report, which includes the directors' report and the strategic report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report included within the Trustees' report have been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Trust and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report or the directors' report included within the Trustees' report.

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

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

**Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the Trust for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**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.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
INDEPENDENT AUDITOR'S REPORT (CONTINUED)  
TO THE TRUSTEES OF WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST  
LIMITED**

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**Identification and assessment of irregularities including fraud**

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

- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the association, including The Companies Act 2006.
- we obtained an understanding of the legal and regulatory framework applicable to the entity and how the entity is complying with that framework by making appropriate enquiries of management as well as considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations;
- we made enquiries of those charged with governance and management concerning:
  - the risks of fraud;
  - instances of non-compliance with laws and regulations or knowledge of actual, suspected, or alleged fraud is documented during the period;
- we allocated an engagement team that we considered collectively had the appropriate competence and capabilities to identify or recognise non-compliance with laws and regulations.

**Audit response to the risk of irregularities including fraud**

Based on the results of our risk assessment, our procedures included, but were not limited to:

- performing analytical procedures to identify any unusual or unexpected relationships.
- evaluating whether the selection and application of accounting policies by the entity that may be indicative of fraudulent financial reporting resulting from management's effort to manage earnings.
- assessing whether judgements and assumptions made in determining the accounting estimates set out in note 2 were indicative of potential bias.
- agreeing financial statement disclosures to underlying supporting documentation.
- reading the minutes of meetings of those charged with governance.
- reviewing the correspondence with relevant regulatory bodies.
- testing of journal entries to address the risk of fraud through management override.
- incorporating an element of unpredictability in the selection of the nature, timing, and extent of our audit procedures.
- corroborating the business rationale for transactions outside the normal course of business.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
INDEPENDENT AUDITOR'S REPORT (CONTINUED)  
TO THE TRUSTEES OF WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST  
LIMITED**

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**Conclusions regarding the risks of irregularities including fraud**

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance.

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

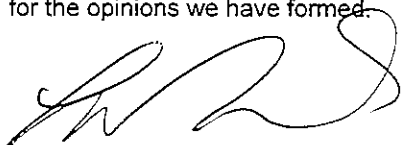
We considered our audit was capable of detecting irregularities due to:

- the effectiveness of the entity's internal controls;
- the nature, timing and extent of audit procedures performed; and
- the absence of contradictory evidence.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the 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 auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the 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.



**Claire Norwood BSc FCA ATII (Senior Statutory Auditor)  
for and on behalf of Jones Avens Limited**

8/1/22

**Chartered Accountants  
Statutory Auditor**

Piper House  
4 Dukes Court  
Bognor Road  
Chichester  
West Sussex  
PO19 8FX

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**INCLUDING INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
<b><u>Income and endowments from:</u></b>							
Donations and legacies	3	548	1,218	1,766	250,000	18,492	268,492
Charitable activities	4	4,967,307	-	4,967,307	4,716,271	-	4,716,271
Investments	5	15,964	-	15,964	18,041	-	18,041
Other income	6	155,407	-	155,407	388,640	-	388,640
<b>Total income</b>		<b>5,139,226</b>	<b>1,218</b>	<b>5,140,444</b>	<b>5,372,952</b>	<b>18,492</b>	<b>5,391,444</b>
<b><u>Expenditure on:</u></b>							
Raising funds	7	7,962	-	7,962	4,402	-	4,402
Charitable activities	8	5,137,588	1,434	5,139,022	5,226,913	18,723	5,245,636
<b>Total resources expended</b>		<b>5,145,550</b>	<b>1,434</b>	<b>5,146,984</b>	<b>5,231,315</b>	<b>18,723</b>	<b>5,250,038</b>
Net gains/(losses) on investments	13	193,610	-	193,610	10,119	-	10,119
<b>Net incoming/(outgoing) resources before transfers</b>		<b>187,286</b>	<b>(216)</b>	<b>187,070</b>	<b>151,756</b>	<b>(231)</b>	<b>151,525</b>
Gross transfers between funds	15	1,000	(1,000)	-	-	-	-
<b>Net movement in funds</b>		<b>188,286</b>	<b>(1,216)</b>	<b>187,070</b>	<b>151,756</b>	<b>(231)</b>	<b>151,525</b>
Fund balances at 1 September 2020		12,402,499	99,579	12,502,078	12,250,743	99,810	12,350,553
<b>Fund balances at 31 August 2021</b>		<b>12,590,785</b>	<b>98,363</b>	<b>12,689,148</b>	<b>12,402,499</b>	<b>99,579</b>	<b>12,502,078</b>

The statement of financial activities includes all gains and losses recognised in the year.

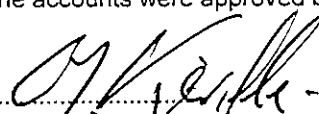
All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**BALANCE SHEET**  
**AS AT 31 AUGUST 2021**

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	16		10,506,626		10,447,426
Investments	17		1,284,302		333,135
			<u>11,790,928</u>		<u>10,780,561</u>
<b>Current assets</b>					
Debtors	19	274,805		372,114	
Cash at bank and in hand		1,711,202		2,213,230	
		<u>1,986,007</u>		<u>2,585,344</u>	
<b>Creditors: amounts falling due within one year</b>	20	<u>(1,087,787)</u>		<u>(863,827)</u>	
Net current assets			898,220		1,721,517
<b>Total assets less current liabilities</b>			<u>12,689,148</u>		<u>12,502,078</u>
<b>Income funds</b>					
Restricted funds	22		98,363		99,579
<u>Unrestricted funds</u>					
General unrestricted funds		12,389,307		12,342,970	
Revaluation reserve		201,478		59,529	
		<u>12,590,785</u>		<u>12,402,499</u>	
<b>Total unrestricted funds</b>			<u>12,689,148</u>		<u>12,502,078</u>

The accounts were approved by the Trustees on ..... 3/12/21

  
 .....  
 C M Keville (Chairman)  
 Trustee

Company Registration No. 902869

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	27		435,733		162,608
<b>Investing activities</b>					
Purchase of tangible fixed assets		(196,168)		(399,329)	
Purchase of other investments		(1,004,371)		(74,252)	
Proceeds on disposal of other investments		246,814		72,222	
Dividends and interest received		15,964		18,041	
<b>Net cash used in investing activities</b>			<b>(937,761)</b>		<b>(383,318)</b>
<b>Net cash used in financing activities</b>			<b>-</b>		<b>-</b>
<b>Net decrease in cash and cash equivalents</b>			<b>(502,028)</b>		<b>(220,710)</b>
Cash and cash equivalents at beginning of year			2,213,230		2,433,940
<b>Cash and cash equivalents at end of year</b>			<b>1,711,202</b>		<b>2,213,230</b>
<b>Relating to:</b>					
Cash and Bank balances			1,711,202		2,213,230

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

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**1 Accounting policies**

**Charity information**

Westbourne House School Educational Trust Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Westbourne House School, Coach Road, Shopwyke, Chichester, West Sussex, PO20 2BH.

**1.1 Accounting convention**

The financial statements have been prepared in accordance with the Trust's governing document, the Companies Act 2006 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 2019)". The Trust is a Public Benefit Entity as defined by FRS 102.

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

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

**1.2 Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

**1.4 Income**

Income, including grants, is recognised when the Trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Included in other income are recoverables which are shown net of expenditure. These are shown net because they are small amounts spent which are recoverable from the pupils and are included on the bills sent to parents.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

---

**1 Accounting policies** **(Continued)**

**1.5 Expenditure**

Liabilities are recognised when they are incurred and the costs are debited to the Statement Of Financial Activities in full in the year in which they relate to. Education equipment and materials and sports and games equipment incurred in June, July and August are treated as prepaid and are therefore debited to the Statement Of Financial Activities in the following financial year.

Charitable activities expenditure consists of providing education which is split between activities undertaken directly, grant funding of activities, support costs and governance costs. Activities undertaken directly includes the gross salary, employer's NI and employer's pension of the teaching staff, the depreciation of the computer equipment, education equipment and materials, sport and games equipment, educational visits and activities and provisions. Support costs includes all the other costs incurred except audit and accountancy fees which are included in Governance costs.

**1.6 Tangible fixed assets**

Tangible fixed assets other than freehold land are stated at cost net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Nil
Leasehold property	15 years / 50 years straight line
Plant and machinery	25% Reducing balance / 10% straight line
Fixtures, fittings & equipment	10% Reducing balance
Computers	10% - 25% Straight line
Motor vehicles	25% Reducing balance

No depreciation is provided on freehold buildings on the grounds that it would be immaterial as the buildings have an estimated long remaining useful life and high residual value.

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

**1.7 Fixed asset investments**

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

**1.8 Impairment of fixed assets**

At each reporting end date, the Trust reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**1.9 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

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**1 Accounting policies**

**(Continued)**

**1.10 Financial instruments**

The Trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Trust's balance sheet when the Trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

***Derecognition of financial liabilities***

Financial liabilities are derecognised when the Trust's contractual obligations expire or are discharged or cancelled.

**1.11 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**1.12 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**2 Critical accounting estimates and judgements**

In the application of the Trust'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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**3 Donations and legacies**

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Donations and gifts	548	1,218	1,766	250,000	18,492	268,492

**4 Charitable activities**

	2021	2020
	£	£
Gross Fees receivable	5,794,716	5,516,554
Less: Bursaries, Scholarships and Discounts	(861,583)	(835,533)
Net Fees receivable	4,933,133	4,681,021
Recreational facilities	15,969	35,250
Summer camps and courses	18,205	-
	<u>4,967,307</u>	<u>4,716,271</u>

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**5 Investments**

	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Income from listed investments	15,519	6,432
Interest receivable	445	11,609
	<u>15,964</u>	<u>18,041</u>

**6 Other income**

	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other income	65,138	46,212
Coronavirus Job Retention Scheme grants	90,269	342,428
	<u>155,407</u>	<u>388,640</u>

**7 Raising funds**

	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<u>Investment management</u>	7,962	4,402
	<u>7,962</u>	<u>4,402</u>

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**8 Charitable activities**

	Providing education 2021 £	Providing education 2020 £
Staff costs	2,919,824	2,969,032
Depreciation and impairment	45,315	39,816
Education equipment and materials	117,131	98,027
Sport and games equipment	3,824	6,811
Educational visits and activities	11,674	28,724
Provisions	122,966	100,643
	<u>3,220,734</u>	<u>3,243,053</u>
Grant funding of activities (see note 9)	1,434	18,123
Share of support costs (see note 10)	1,897,794	1,966,748
Share of governance costs (see note 10)	19,060	17,712
	<u>5,139,022</u>	<u>5,245,636</u>
<b>Analysis by fund</b>		
Unrestricted funds	5,137,588	5,226,913
Restricted funds	1,434	18,723
	<u>5,139,022</u>	<u>5,245,636</u>

**9 Grants payable**

	Providing education 2021 £	Providing education 2020 £
Grants to individuals (1 grants)	1,434	18,123
	<u>1,434</u>	<u>18,123</u>

The grant payable in 2021 of £1,434 is a restricted grant to an individual paid out of the Bursary Fund.

The grants payable in 2020 of £18,123 are restricted grants to individuals paid out of the Hardship Fund which was established to support families who couldn't pay their children's school fees due to the Coronavirus pandemic.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**10 Support costs**

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Staff costs - Support	854,699	-	854,699	776,938	-	776,938
Staff costs - Welfare	320,019	-	320,019	311,918	-	311,918
Depreciation	91,653	-	91,653	99,715	-	99,715
Rates	89,583	-	89,583	92,074	-	92,074
Insurance	40,970	-	40,970	38,036	-	38,036
Light and heat	90,207	-	90,207	104,357	-	104,357
Repairs and maintenance	101,306	-	101,306	159,105	-	159,105
Printing, postage, stationery, advertising and website	64,692	-	64,692	74,849	-	74,849
Telephone and fax	8,644	-	8,644	8,955	-	8,955
Motor expenses	34,915	-	34,915	33,189	-	33,189
Legal and professional fees	63,066	-	63,066	76,948	-	76,948
School inspection	3,370	-	3,370	5,055	-	5,055
Household expenses	35,888	-	35,888	39,032	-	39,032
Cleaning contracts	21,715	-	21,715	75,443	-	75,443
Upkeep of grounds and pool	51,241	-	51,241	38,141	-	38,141
Bad debts	2,367	-	2,367	5,667	-	5,667
Sundry expenses	19,558	-	19,558	24,731	-	24,731
Bank charges	3,901	-	3,901	2,595	-	2,595
Audit fees	-	6,295	6,295	-	5,850	5,850
Accountancy	-	12,765	12,765	-	11,862	11,862
	<u>1,897,794</u>	<u>19,060</u>	<u>1,916,854</u>	<u>1,966,748</u>	<u>17,712</u>	<u>1,984,460</u>
Analysed between						
Charitable activities	<u>1,897,794</u>	<u>19,060</u>	<u>1,916,854</u>	<u>1,966,748</u>	<u>17,712</u>	<u>1,984,460</u>

Governance costs includes payments to the auditors of £6,295 (2020- £5,850) for audit fees and £12,765 (2020- £11,862) for other services.

**11 Trustees**

None of the Trustees (or any persons connected with them) received any remuneration during the year, and none of them were reimbursed travelling expenses (2020- none).

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**12 Employees**

**Number of employees**

The average monthly number of full time equivalent employees during the year was:

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
Teaching staff	57	57
Admin and support staff	27	29
Welfare staff	14	11
	<u>98</u>	<u>97</u>

**Employment costs**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	3,244,688	3,196,335
Social security costs	287,416	294,661
Other pension costs	509,119	506,701
Other staff costs	53,319	60,191
	<u>4,094,542</u>	<u>4,057,888</u>

The number of employees whose annual remuneration was £60,000 or more were:

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
£60,000 - £70,000	1	2
£70,000 - £80,000	1	-
£90,000 - £100,000	-	1
£100,000 - £110,000	1	-
	<u>1</u>	<u>3</u>

During the year, the charity paid £39,109 (2020 - £41,535) pension contributions for 3 (2020 - 3) members of staff earning over £60,000.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

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**13 Net gains/(losses) on investments**

	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Revaluation of investments	173,857	7,491
Gain/(loss) on sale of investments	19,753	2,628
	<u>193,610</u>	<u>10,119</u>

**14 Taxation**

Due to its charitable status no liability to taxation arises in the financial year.

**15 Transfers**

There is a transfer from restricted to unrestricted funds of £1,000 due to restricted fund expenditure having been capitalised.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

16 Tangible fixed assets	Freehold land and buildings	Leasehold property	Plant and machinery	Fixtures, fittings & equipment	Computers	Motor vehicles	Total
	£	£	£	£	£	£	£
<b>Cost</b>							
At 1 September 2020	9,559,494	538,604	659,145	628,135	341,255	88,954	11,815,587
Additions	128,111	-	15,327	21,581	31,149	-	196,168
Disposals	-	-	-	-	-	(25,615)	(25,615)
At 31 August 2021	9,687,605	538,604	674,472	649,716	372,404	63,339	11,986,140
<b>Depreciation and impairment</b>							
At 1 September 2020	-	200,004	422,166	443,058	216,755	86,178	1,368,161
Depreciation charged in the year	-	16,642	53,632	20,660	45,315	685	136,934
Eliminated in respect of disposals	-	-	-	-	-	(25,581)	(25,581)
At 31 August 2021	-	216,646	475,798	463,718	262,070	61,282	1,479,514
<b>Carrying amount</b>							
At 31 August 2021	9,687,605	321,958	198,674	185,998	110,334	2,057	10,506,626
At 31 August 2020	9,559,494	338,600	236,979	185,077	124,500	2,776	10,447,426

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**17 Fixed asset investments**

	Listed investments £	Cash in portfolio	Total £
<b>Cost or valuation</b>			
At 1 September 2020	303,442	29,693	333,135
Additions	1,004,371	-	1,004,371
Valuation changes	173,857	-	173,857
Transfer	(2,759)	2,759	-
Disposals	(227,061)	-	(227,061)
At 31 August 2021	<u>1,251,850</u>	<u>32,452</u>	<u>1,284,302</u>
<b>Carrying amount</b>			
At 31 August 2021	<u>1,251,850</u>	<u>32,452</u>	<u>1,284,302</u>
At 31 August 2020	<u>303,442</u>	<u>29,693</u>	<u>333,135</u>

**Fixed asset investments revalued**

The investments are included at middle price market value at 31 August 2021. The historical cost of these investments is £1,082,824.

**18 Financial instruments**

	2021 £	2020 £
<b>Carrying amount of financial assets</b>		
Instruments measured at fair value through profit or loss	<u>1,251,850</u>	<u>333,135</u>

**19 Debtors**

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Trade debtors	97,385	160,145
Other debtors	38,520	85,764
Prepayments and accrued income	138,900	126,205
	<u>274,805</u>	<u>372,114</u>

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
*FOR THE YEAR ENDED 31 AUGUST 2021*

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20 Creditors: amounts falling due within one year

	2021	2020
	£	£
Other taxation and social security	85,496	74,633
Trade creditors	42,905	112,072
Other creditors	939,609	626,102
Accruals and deferred income	19,777	51,020
	<u>1,087,787</u>	<u>863,827</u>

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

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**21 Retirement benefit schemes**

**Defined contribution schemes**

The Trust operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Trust in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £33,549 (2020 - £34,759). At the balance sheet date there were accrued pension contributions of £8,404 (2020 - £7,136).

**Defined benefit scheme**

The School participates in the Teachers' Pension Scheme ("the TPS") for its teaching staff. The pension charge for the year includes contributions payable to the TPS of £475,570 (2020: £471,642) and at the year-end £55,878 (2020 - £53,866) 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.

On 27 June 2019 the Supreme Court denied the government permission to appeal the Court of Appeal's judgment that transitional provisions introduced to the reformed pension schemes in 2015 gave rise to unlawful age discrimination. The government is respecting the Court's decision and has said it will engage fully with the Employment Tribunal as well as employer and member representatives to agree how the discriminations will be remedied.

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.

In view of the above rulings and decisions the assumptions used in the 31 March 2016 Actuarial Valuation may become inappropriate. In this scenario, a valuation prepared in accordance with revised benefits and suitably revised assumptions would yield different results than those contained in the Actuarial Valuation.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
*FOR THE YEAR ENDED 31 AUGUST 2021*

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**21 Retirement benefit schemes**

**(Continued)**

Until a remedy to the discrimination conclusion has been determined by the Employment Tribunal 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.

Following confirmation that the employer contribution rate for the TPS would increase from 16.4% to 23.6% from 1 September 2019, the School Governors took the decision to enter a period of consultation, with the teaching staff, in order to leave the TPS and move to an alternative company pension scheme. The School commenced its new scheme with The Royal London Mutual Insurance Society Limited on 1 September 2021, with the final payment of £55,878.48 being made to the TPS on 6 September 2021.

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED  
(LIMITED BY GUARANTEE)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

**22 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 September 2019		Movement in funds			Movement in funds			Balance at 31 August 2021		
	£	£	Incoming resources	Resources expended	Transfers	Balance at 1 September 2020	Incoming resources	Resources expended	Transfers	£	£
Bursary Fund	99,210	-	-	-	369	99,579	218	(1,434)	-	98,363	-
Donation for Trees	600	-	-	(600)	-	-	-	-	-	-	-
Hardship Fund	-	18,492	18,492	(18,123)	(369)	-	-	-	-	-	-
Donation for roundabout seating	-	-	-	-	-	-	1,000	-	(1,000)	-	-
	<u>99,810</u>	<u>18,492</u>	<u>18,492</u>	<u>(18,723)</u>	<u>-</u>	<u>99,579</u>	<u>1,218</u>	<u>(1,434)</u>	<u>(1,000)</u>	<u>98,363</u>	<u>-</u>

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**23 Analysis of net assets between funds**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 August 2021 are represented by:						
Tangible assets	10,506,626	-	10,506,626	10,447,426	-	10,447,426
Investments	1,284,302	-	1,284,302	333,135	-	333,135
Current assets/ (liabilities)	799,857	98,363	898,220	1,621,938	99,579	1,721,517
	<u>12,590,785</u>	<u>98,363</u>	<u>12,689,148</u>	<u>12,402,499</u>	<u>99,579</u>	<u>12,502,078</u>

**24 Operating lease commitments**

At the reporting end date the Trust had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	26,024	19,118
Between two and five years	19,998	19,478
	<u>46,022</u>	<u>38,596</u>

The operating lease payments recognised as an expense in the year were £25,904 (2020 - £25,238).

**25 Capital commitments**

	2021 £	2020 £
At 31 August 2021 the Trust had capital commitments as follows:		
Contracted for but not provided in the financial statements:		
Acquisition of property, plant and equipment	-	61,809
	<u>-</u>	<u>61,809</u>

**26 Related party transactions**

**Remuneration of key management personnel**

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate compensation	<u>421,109</u>	<u>395,371</u>

**WESTBOURNE HOUSE SCHOOL EDUCATIONAL TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

**26 Related party transactions** **(Continued)**

**Transactions with related parties**

Mr J Passam and Mr J Bruce have children that attend the school with fee arrangements being in accordance with the school's normal terms.

<b>27 Cash generated from operations</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Surplus for the year	187,070	151,525
Adjustments for:		
Investment income recognised in statement of financial activities	(15,964)	(18,041)
Loss on disposal of tangible fixed assets	34	-
Gain on disposal of investments	(19,753)	(2,628)
Fair value gains and losses on investments	(173,857)	(7,491)
Depreciation and impairment of tangible fixed assets	136,934	139,531
Movements in working capital:		
Decrease/(increase) in debtors	97,309	(10,195)
Increase/(decrease) in creditors	223,960	(90,093)
<b>Cash generated from operations</b>	<b>435,733</b>	<b>162,608</b>

**28 Analysis of changes in net funds**  
The Trust had no debt during the year.

