

**PAPPLEWICK EDUCATIONAL TRUST LIMITED**

**(BY GUARANTEE)**

**FINANCIAL STATEMENTS**

**31ST AUGUST 2023**

<b>Contents</b>	<b>Page</b>
Notice of Annual General Meeting	1
Report of the council of management	2 - 5
Report of the auditor	6 - 7
Statement of financial activities	8
Balance sheet	9
Cash flow statement	10
Notes to the financial statements	11 – 20

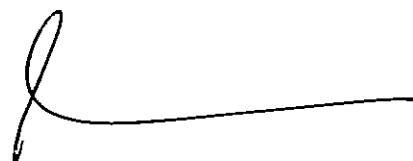
**PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**  
**NOTICE OF MEETING**

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NOTICE IS HEREBY GIVEN that the fifty-eighth Annual General Meeting of the company will be held at Papplewick School, Windsor Road, Ascot, Berkshire SL5 7LH at 11.00am on the sixth day of March 2024 for the following purposes:

- 1 To receive and consider the financial statements for the year ended 31st August 2023, together with the reports of the Council of Management and the auditors thereon.
- 2 To re-elect three members to the Council of Management.
- 3 To re-appoint Jacob Cavenagh & Skeet as auditors and to authorise the Council of Management to fix their remuneration.
- 4 To transact any other business which, under the company's Articles of Association, may be transacted at an Ordinary General Meeting.

Dated this twenty-second day of November 2023



**S G Burrows**  
**Secretary**

Papplewick School  
Windsor Road  
Ascot  
Berkshire SL5 7LH

A member entitled to attend and vote at this meeting may appoint a proxy to attend and vote for him or herself, and such proxy need not be a member of the company. Such notice of appointment of proxy must be lodged at the registered office not later than 48 hours before the meeting.

## **PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**

### **REPORT OF THE COUNCIL OF MANAGEMENT TO THE MEMBERS**

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The Council of Management hereby presents its Annual Report and Strategic Report for the year ended 31 August 2023 under the Charities Act 2011, together with audited financial statements for the year, and confirms that the latter comply with the requirements of the Act, the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and the Financial Reporting Standard 102 (FRS 102). The Annual Report serves the purpose of both a Trustees' Report and a Directors' Report under company law.

#### **REFERENCE AND ADMINISTRATIVE INFORMATION**

Papplewick Educational Trust Limited was formed in 1964 as a company limited by guarantee. It is a charity, with the registered number 309087.

#### **Governors**

The Governors of the School are also the charity's trustees. The Governors who served during the year were:

<b>Council of Management</b>	A A M Try LL (Chair) (appointed 31 August 2023) Brigadier A R E Hutchinson (Chairman) (retired 31 August 2023) J P C Frost Mrs E M Hewer (retired 22 December 2022) T G F Lord A R McGregor Revd Dr B G McNair Scott Mrs S L Rollings (appointed 17 May 2023) S D Walker
<b>Secretary</b>	S G Burrows

#### **Professional advisers and key personnel**

The Headmaster	Mr T W Bunbury BA University College Durham, PGCE		
The Bursar	Mr S G Burrows FCA		
Principal and registered office address	Papplewick School Windsor Road Ascot Berkshire SL5 7LH	Solicitors	VWV Narrow Quay House Narrow Quay Bristol BS1 4QA
Auditor	Jacob Cavenagh & Skeet 5 Robin Hood Lane Sutton Surrey SM1 2SW	Bankers	Lloyds Bank plc 1-2 Market Place Reading Berks RG1 2EQ

The key management personnel are the members of the Council of Management, the Headmaster and the Bursar.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity's objects, powers and constitution are all set out in its Memorandum and Articles of Association which are dated 4<sup>th</sup> November 1964.

#### **Recruitment and training of Governors**

The Charity's elected Governors are appointed at the termly meeting of the Council of Management based on a recommendation from the Chairman of Governors having taken into account eligibility, personal competence, specialist skills and local availability of the individual concerned. In accordance with new regulations, the training policy in place for Governors is kept under rolling review.

#### **Organisation**

The Council of Management determines the general policy of the school. The day to day management of the school is delegated to the Headmaster and the Bursar. The directors of the company are the charity's trustees and they form the Council of Management of the school. The Council of Management comprises a minimum of 5 and a maximum of 15 Governors. At the AGM each year, one third of the Council of Management retires from office. The remuneration of the key management personnel is set by the Council of Management at their Summer Term meeting each year.

**PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**  
**REPORT OF THE COUNCIL OF MANAGEMENT TO THE MEMBERS (continued)**

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**Council Members**

The current Council of Management is as shown at the beginning of this report. Mrs Rollings, Mr Try LL and Revd Dr McNair Scott retire by rotation and, being eligible, offer themselves for re-election.

**Statement of Trustees' Responsibilities**

The trustees (who are also directors of Papplewick Educational Trust Limited for the purposes 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 that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

**OBJECTIVES AND AIMS**

The charity's aim is the provision of education for boarding and day students within an environment where each pupil can achieve his potential.

**Reserves policy**

The Council of Management has established a general reserve policy to afford some protection to the school and its charitable programme and to provide time to adjust to changing financial circumstances. The policy is to continue building up reserves by means of annual operating surpluses and judicious management, supplemented by appeals from time to time. The Council of Management has continued to keep the overdraft facilities under review to ensure that in the absence of free reserves they remain adequate to cover the school's working capital requirements.

**Investment policy**

The School holds cash assets to fund operational or capital expenditure within a foreseeable timeframe. As such, capital volatility must be minimised and cash assets must therefore be held in cash or near cash investments denominated in sterling.

**Disclosure of information to auditors**

To the knowledge and belief of the Council of Management, there is no relevant information that the company's auditors are not aware of. The Council of Management has taken all steps necessary to ensure it is aware of any relevant information, and to establish that the company's auditors are aware of any such information.

**Auditors**

A resolution to re-appoint Jacob Cavenagh & Skeet will be put to the members at the Annual General Meeting.

## **STRATEGIC REPORT**

### **Objectives for the year**

This year the focus continued to be on the education and academic performance of students as well as on maintaining the involvement of pupils in extra-curricular activities. The school made general improvements to all the facilities available to the students. Attention was given to maintaining the expertise of teaching staff, as well as to succession planning and staff development.

### **Strategies to achieve the year's objectives**

These included developments to the curriculum, the ongoing provision of pastoral care to all students and efforts to maintain good relationships with parents. All staff at the school work very hard to ensure that pupils develop their academic, sporting, artistic, musical and social skills. This helps students to fulfil their potential, thereby building self-confidence and inculcating a desire to help the wider community. Our bursaries and scholarship programme continues to make awards available to deserving students, and there has been a further development of links with other schools including the granting of wider access to our facilities.

### **Achievements and Performance**

The School continues to strengthen its financial resources in order to meet the economic challenges that may lie ahead. The trustees have complied with their duty in Section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charity Commission. The charity is pleased to have provided the education for around 220 pupils per term this year. Demand for the school continues to be strong and the school has been successful in maintaining its high academic performance. In terms of its wider responsibilities, the school's charitable programme has included in the recent past:

- providing means tested bursaries of £192,127 or 2.9% of gross fees during the course of the academic year;
- the provision of its swimming facilities to a local primary school;
- periodic visits by the pupils to a local day care centre for the elderly, and singing by the choir at local events on other occasions;
- encouraging links with local state schools through sports fixtures and other activities;
- the provision of educational resources on its website with open access to all;
- a pen pal programme raising money for disadvantaged children in Nigeria;
- holding an annual sponsored walk for pupils, their parents and friends to raise money for charity;
- supporting other charities through weekly collections in chapel and other fund raising events;
- donating musical instruments, text books, surplus school clothing and other equipment to deserving local and international causes.

### **Fundraising**

The school's operating income is supplemented by donations from parents and former pupils. The school does not employ a professional fundraiser and does not engage in unreasonably intrusive or persistent fundraising activities. No complaints have been received about the school's fundraising practices

### **Financial Review**

Details of the school's net income of £568,071 (2022: net income of £661,575) are shown in the Statement of Financial Activities.

The school had total funds of £10,612,707 (2022: £10,044,636) at the end of the reporting period of which £95,917 (2022: £97,718) are restricted and not available for the general purposes of the school. Most of the general funds of £10,516,790 (2022: £9,946,918) support fixed assets and could only be realised by the disposal of those fixed assets. The fixed assets all facilitate the school's charitable activities, and the level of reserves is consistent with the school's reserves policy.

# PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)

## REPORT OF THE COUNCIL OF MANAGEMENT TO THE MEMBERS (continued)

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### Principal risks and uncertainties

The Council of Management is responsible for the management of risk within the school. Detailed consideration of all risk is delegated to the Headmaster, the Bursar, the Senior Management Team and the Health & Safety Committee. Risks are identified, assessed and controls established throughout the year. A formal review of the school's risk management processes is undertaken on a periodic basis.

The main risks that the Governors have identified and the plans to manage those risks are:

- **Reputation:** The school's success is built on its reputation for the education and well-being of our pupils. We manage this risk through safeguarding policies, staff recruitment policies, pastoral support for both pupils and staff and active identification and resolution of health and safety related issues.
- **Finance:** Our ability to continue is reliant on pupil fees and the ability to pay bills as they fall due. This risk is managed by marketing activity, having a reputation for academic excellence and active cash-flow management
- **Curriculum:** Academic excellence requires the most able teachers with state of the art facilities delivering the curriculum to able students. We manage this risk by combining attractive salaries, on-going investment in our estate and an approach to enrolment that works with supportive parents whose children have an appetite for learning and a bursary scheme that recognises pupil achievement and aptitude.
- **Political** The political environment in the UK is changeable, and sometimes can become hostile towards the Independent Schools sector. The Council of Management remain conscious of this at all times, and the School ensures that through its actions it continues to justify its charitable status. In order to protect itself from any potential negative financial impact caused by the political environment, the School targets ever stronger financial resources.
- **COVID-19** The Covid-19 pandemic had a profound impact on the whole country, and the education sector was not immune to this. The School met this challenge by developing a full programme of remote learning, which could be used on a whole school or individual basis, in order to provide uninterrupted education to its pupils. The School also ensured that it adhered to all health protocols, and still progressively strengthens its financial resources so that it can continue to deliver a first-class educational experience to its pupils over the longer term.

Through these risk management processes the Council of Management is satisfied that the major risks identified have been adequately mitigated where necessary in order to minimise any impact they may have on the school in the future. It is recognised that systems only provide reasonable but not absolute assurance that major risks have been adequately managed.

### Plans for the Future

The future plans of the school include:

- maintaining the school roll at around existing levels;
- maintaining the current high standards of academic achievement;
- maintaining the current high levels of pastoral support for the students;
- continuing to balance academic achievement with a curriculum allowing full scope for the development of sporting, artistic, musical and social skills;
- continuing to offer means-tested bursaries in order to widen access to the school;
- continuing to build links with other schools, organisations and the local community
- continuing to develop the school's buildings and facilities.

The Report of the Council of Management and the Strategic Report were signed on behalf of the Council.

### Registered office

Papplewick School  
Windsor Road  
Ascot  
Berkshire SL5 7LH



A A M Try LL  
Chairman of Governors

Dated this twenty-second day of November 2023

**REPORT OF THE INDEPENDENT AUDITOR  
TO THE MEMBERS OF  
PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**

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**Opinion**

We have audited the financial statements of Papplewick Educational Trust Limited (the 'charity') for the year ended 31 August 2023, which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including a summary of significant accounting policies. 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 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 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 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 governors' 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 Charity's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the governors 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, including the governors' report, other than the financial statements and our auditor's report thereon. The governors 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.

**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 charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included with the governors' report.

**REPORT OF THE INDEPENDENT AUDITOR  
TO THE MEMBERS OF  
PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**

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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 governors' 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 3, 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 charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the governors' either intend to liquidate the 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.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Based on our understanding of the charity, we identified that the principal risks of non-compliance with laws and regulations related to employment and financial reporting legislation and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006 and Charities Act 2011.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by making enquiries of management, considering the internal controls in place and discussion amongst the engagement team.

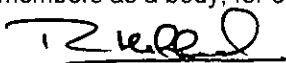
We determined that the principal risks were related to management bias in accounting estimates, management override of controls and presentation of separately disclosed items. In response to the risks identified we designed procedures which included, but were not limited to: challenging significant accounting estimates, identifying and testing journal entries and agreeing financial statement disclosures to underlying supporting documentation

There are inherent limitations in the 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://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 and regulations made under that Act. 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 its members as a body, for our audit work, for this report, or for the opinions we have formed.



**Richard Haffenden MA (Cantab) FCA CTA (Senior Statutory Auditor)**

For and on behalf of Jacob Cavenagh & Skeet  
Statutory Auditor  
Chartered Accountants

**29** November 2023

5 Robin Hood Lane  
Sutton, Surrey, SM1 2SW

**PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31ST AUGUST 2023**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Unrestricted Funds £	Restricted Funds £	Total 2022 £
<b>INCOME FROM</b>							
<b>Charitable activities:</b>							
School fees	3	5,932,411	-	5,932,411	5,454,578	-	5,454,578
Other educational income	4	11,079	-	11,079	10,529	-	10,529
<b>Other trading activities</b>		-	-	-	3,174	-	3,174
<b>Investments</b>							
Interest from UK bank accounts		85,873	-	85,873	2,206	-	2,206
<b>Donations</b>		73,191	26,170	99,361	126,571	69,410	195,981
<b>Other income</b>							
Sundry income		<u>96,492</u>	<u>-</u>	<u>96,492</u>	<u>71,700</u>	<u>-</u>	<u>71,700</u>
<b>Total income</b>		<u>6,199,046</u>	<u>26,170</u>	<u>6,225,216</u>	<u>5,668,758</u>	<u>69,410</u>	<u>5,738,168</u>
<b>EXPENDITURE ON:</b>							
<b>Charitable activities:</b>							
School and grant making		<u>5,629,174</u>	<u>27,971</u>	<u>5,657,145</u>	<u>5,044,988</u>	<u>31,605</u>	<u>5,076,593</u>
<b>Total expenditure</b>	5	<u>5,629,174</u>	<u>27,971</u>	<u>5,657,145</u>	<u>5,044,988</u>	<u>31,605</u>	<u>5,076,593</u>
<b>Net income for the year</b>	15, 16	569,872	(1,801)	568,071	623,770	37,805	661,575
Transfers		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		569,872	(1,801)	568,071	623,770	37,805	661,575
<b>Reconciliation of funds</b>							
Funds balances brought forward		<u>9,946,918</u>	<u>97,718</u>	<u>10,044,636</u>	<u>9,323,148</u>	<u>59,913</u>	<u>9,383,061</u>
<b>Funds balances carried forward</b>		<u>10,516,790</u>	<u>95,917</u>	<u>10,612,707</u>	<u>9,946,918</u>	<u>97,718</u>	<u>10,044,636</u>

There were no discontinued or acquired activities during the year.

PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)

BALANCE SHEET  
AS AT 31ST AUGUST 2023

	Note	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	8		8,370,723		8,098,667
<b>Current assets</b>					
Debtors	9	1,219,503		1,028,603	
Investments	10	3,703,235		2,518,656	
Cash at bank and in hand	11	<u>993,209</u>		<u>2,131,826</u>	
		5,915,947		5,679,085	
<b>Creditors: amounts falling due within one year</b>	12	<u>3,250,569</u>		<u>3,259,689</u>	
<b>Net current assets</b>			<u>2,665,378</u>		<u>2,419,396</u>
<b>Total assets less current liabilities</b>			11,036,101		10,518,063
<b>Creditors: Amounts falling due after more than one year</b>	13		( 275,394)		( 329,677)
<b>Provisions for liabilities</b>	14		( <u>148,000</u> )		( <u>143,750</u> )
<b>Net assets</b>			<u>10,612,707</u>		<u>10,044,636</u>
<b>Funds</b>					
Unrestricted funds	15		10,516,790		9,946,918
Restricted funds	16		<u>95,917</u>		<u>97,718</u>
<b>Total funds</b>			<u>10,612,707</u>		<u>10,044,636</u>

The financial statements were approved on 22 November 2023 and signed by:



Mr A A M Try LL

Chairman of Governors

Company Number: 00826017

**PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31ST AUGUST 2023**

	<b>2023</b>		<b>2022</b>	
	£	£	£	£
<b>Cash provided from operating activities (see below)</b>		667,770		1,486,283
<b>Cash flows from investing activities</b>				
Interest received	85,873		2,206	
Increase in cash on deposit	(1,184,579)		(251,556)	
Payments to acquire tangible fixed assets	<u>(653,398)</u>		<u>(474,646)</u>	
<b>Cash used in investing activities</b>		(1,752,104)		(723,996)
<b>Cash flows from financing activities</b>				
(Decrease)/increase in Confirmations of Entry	<u>(54,283)</u>		<u>81,939</u>	
<b>Cash (used in)/provided for financing activities</b>		<u>(54,283)</u>		<u>81,939</u>
<b>Net cash (outflow)/inflow</b>		(1,138,608)		844,226
<b>Cash and cash equivalents brought forward</b>		<u>2,131,826</u>		<u>1,287,600</u>
<b>Cash and cash equivalents carried forward</b>		<u>993,209</u>		<u>2,131,826</u>
<b>Cash flows from operating activities</b>				
		<b>2023</b>		<b>2022</b>
		£		£
Net income		568,071		661,575
Interest received shown in investing activities		( 85,873)		( 2,206)
Depreciation		381,341		348,082
(Increase) in debtors		( 190,900)		( 2,284)
(Decrease)/Increase in creditors		( 9,119)		455,266
Increase in provisions		<u>4,250</u>		<u>25,850</u>
<b>Cash provided from operating activities</b>		<u>667,770</u>		<u>1,486,283</u>

# PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2023

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### 1 ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### Accounting convention

The financial statements have been prepared under the Companies Act 2006 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The financial statements are drawn up on the historical cost basis of accounting. There are no material uncertainties about the charity's ability to continue in operation.

Papplewick Educational Trust Limited meets the definition of a public benefit entity under FRS 102. The accounts are presented in sterling rounded to the nearest pound.

#### Depreciation

Depreciation is provided on all tangible fixed assets on a straight line basis, at rates calculated to write off the cost less estimated residual value of the asset over its expected useful life as follows:

Leasehold property	-	over 50 years
Furniture and equipment	-	15% straight line
Computers	-	33 1/3% straight line
Motor vehicles	-	20% straight line

#### Leasing

Payments in respect of operating lease agreements (being agreements not giving rights approximating to ownership) have been charged to expenditure on a straight line basis.

#### Fees receivable, extras chargeable and interest receivable

These are all accounted for on a receivable basis.

#### Donations

Donations and gift aid donations are accounted for when received. Income tax recoverable is accounted for on a receivable basis.

#### Advance fees scheme

The school on occasion offers parents the opportunity to pay up to five years tuition fees in advance in accordance with a written contract. The amount received bears interest which is accrued to contracts. When the fees become due the accrued interest is offset against the fees payable.

#### Raising funds

This comprises all expenditure related to obtaining and maintaining funding of the charity, including school fees receivable.

# PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2023 (continued)

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### 1 ACCOUNTING POLICIES (continued)

#### Charitable expenditure

This comprises all expenditure directly related to the objects of the charity. Expenditure is accounted for on an accruals basis.

#### Governance costs

This comprises all the expenditure of running the charity, including strategic planning for future development, also external audit, any legal advice for the Governors, and all the costs of complying with constitutional and statutory requirements.

#### Pension costs

The company participates in a multi-employer defined benefit pension scheme, the Teachers' Superannuation Scheme, the assets of which are held separately from those of the company in a fund independently administered by the Teachers' Pensions Scheme. The company also contributes to money purchase personal pension plans held by individual employees. Contributions are charged to the statement of financial activities for the period in which they are payable to the scheme.

#### Investments

Current asset investments represent cash on deposit held for investment purposes rather than to meet short-term cash commitments as they fall due.

#### Debtors

Fee debtors and other debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

#### Cash at bank

Cash at bank includes cash and short term highly liquid investments with a maturity of twelve months or less from the date of opening of the deposit.

#### Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising 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. Creditors and provisions are recognised at their settlement amount.

#### Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured using amortised cost on the effective interest rate method.

2	NET INCOME	2023 £	2022 £
	This is stated after charging:		
	Depreciation	381,341	348,082
	Auditors' remuneration:		
	Audit fees	7,500	7,980
	Non-audit fees	<u>1,428</u>	<u>1,410</u>

**PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST AUGUST 2023 (continued)**

<b>3</b>	<b>SCHOOL FEES</b>			<b>2023</b>	<b>2022</b>
				£	£
	<b>The School fee income comprised</b>				
				6,571,685	6,005,387
				( 643,110)	( 557,287)
				5,928,575	5,448,100
				<u>3,836</u>	<u>6,478</u>
				<u>5,932,411</u>	<u>5,454,578</u>
<b>4</b>	<b>OTHER INCOME</b>			<b>2023</b>	<b>2022</b>
				£	£
	<b>Other educational and charitable</b>				
				10,179	9,729
				<u>900</u>	<u>800</u>
				<u>11,079</u>	<u>10,529</u>
<b>5</b>	<b>EXPENDITURE</b>			<b>Total</b>	<b>Total</b>
	<b>Staff costs</b>	<b>Other costs</b>	<b>Dep'n</b>	<b>2023</b>	<b>2022</b>
	£	£	£	£	£
	<b>Charitable activities</b>				
				2,877,338	2,670,725
				- 769,710	688,461
				- 909,276	677,224
	Support costs of schooling:				
				385,660	367,423
				- -	381,341
				- 23,323	21,407
				- 2,779	(987)
				- 60,867	58,167
				- 37,153	38,406
				- 22,933	19,960
				- 139,415	137,242
				<u>11,879</u>	<u>18,878</u>
				<u>397,539</u>	<u>1,008,578</u>
	Grants, awards and prizes				
				-	27,971
				<u>-</u>	<u>31,605</u>
				<u>3,415,259</u>	<u>1,860,545</u>
				<u>381,341</u>	<u>5,657,145</u>
				<u>5,657,145</u>	<u>5,076,593</u>

Grants, awards and prizes were all awarded to individuals.

## PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2023 (continued)

6	STAFF COSTS	2023 £	2022 £
	Salaries and wages	2,660,206	2,497,645
	Social security costs	277,288	270,370
	Employers contribution to defined contribution pension schemes	58,730	56,229
	Employers contribution to multi-employer defined benefit scheme	<u>419,035</u>	<u>399,367</u>
		<u>3,415,259</u>	<u>3,223,611</u>
	The average number of employees during the year was made up as follows:	2023 No.	2022 No.
	Teaching staff	36	36
	General, office and domestic	<u>39</u>	<u>39</u>
		<u>75</u>	<u>75</u>

The number of employees whose emoluments amounted to over £60,000 in the year was as follows:

	2023 No.	2022 No.
£60,000 - £70,000	2	3
£70,000 - £80,000	1	-
£90,000 - £100,000	-	1
£100,000 - £110,000	1	-
£120,000 - £130,000	-	1
£130,000 - £140,000	1	-

Of the above employees, four are currently accruing benefits under a defined benefit pension scheme and one under a money purchase pension scheme.

No remuneration was paid to any member of the Council of Management during the year.

The employee benefits of the key management personnel were £340,939 (2022: £306,833).

3 (2022: 3) governors claimed for travelling expenses during the year totalling £377 (2022: £462).

## 7 TAXATION

The company is registered with the Charity Commissioners as an educational charity (registered number 309087) and is exempt from taxation in accordance with Part 10 of the Income Tax Act 2007.

**PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST AUGUST 2023 (continued)**

**8 TANGIBLE FIXED ASSETS**

	<b>Computers</b>	<b>Furniture and equip- ment</b>	<b>Motor vehicles</b>	<b>Long leasehold property</b>	<b>Work in Progress</b>	<b>Total</b>
	£	£	£	£	£	£
<b>Cost</b>						
At 1st September 2022	309,256	706,367	121,346	10,444,501	-	11,581,470
Additions	31,520	328,172		60,238	233,468	653,398
Disposals	-	-	-	-	-	-
At 31st August 2023	<u>340,776</u>	<u>1,034,539</u>	<u>121,346</u>	<u>10,504,739</u>	<u>233,468</u>	<u>12,234,868</u>
<b>Depreciation</b>						
At 1st September 2022	239,907	454,897	82,171	2,705,827	-	3,482,802
Released on disposal	-	-	-	-	-	-
Provided for the year	<u>53,190</u>	<u>126,714</u>	<u>10,843</u>	<u>190,596</u>	-	<u>381,343</u>
At 31st August 2023	<u>293,097</u>	<u>581,611</u>	<u>93,014</u>	<u>2,896,423</u>	-	<u>3,864,145</u>
<b>Net book value</b>						
At 31st August 2023	<u>47,679</u>	<u>452,928</u>	<u>28,332</u>	<u>7,608,316</u>	<u>233,468</u>	<u>8,370,723</u>
At 31st August 2022	<u>69,349</u>	<u>251,470</u>	<u>39,175</u>	<u>7,738,674</u>	-	<u>8,098,668</u>

The School extended the leasehold from the Crown on its premises back up to a period of 99 years with effect from 9 December 2011. The cost of the extension was £1,800,000.

**9 DEBTORS**

	<b>2023</b>	<b>2022</b>
	£	£
Fees and extras receivable	1,114,332	878,783
Prepayments	80,872	148,683
Other debtors	<u>24,299</u>	<u>6,137</u>
	<u>1,219,503</u>	<u>1,028,603</u>

**10 INVESTMENTS**

	<b>2023</b>	<b>2022</b>
	£	£
General school funds on deposit	<u>3,703,235</u>	<u>2,518,656</u>

**PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST AUGUST 2023 (continued)**

<b>11 CASH AT BANK AND IN HAND</b>	<b>2023</b>	<b>2022</b>
	£	£
General school funds	940,539	2,078,976
Papplewick Development Fund	<u>52,670</u>	<u>52,850</u>
	<u>993,209</u>	<u>2,131,826</u>

<b>12 CREDITORS: Amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	£	£
Fees billed in advance	2,043,733	1,924,758
Trade creditors	295,845	264,807
Other creditors	620,789	853,645
Taxation and social security	66,233	64,958
Accruals	<u>223,969</u>	<u>151,521</u>
	<u>3,250,569</u>	<u>3,259,689</u>

<b>13 CREDITORS: Amounts falling due after more than one year</b>	<b>2023</b>	<b>2022</b>
	£	£
Confirmations of entry	<u>275,394</u>	<u>329,677</u>

**14 PROVISIONS FOR LIABILITIES AND CHARGES**

	<b>Legal Fees</b>	<b>Building &amp; Grounds Expenses</b>	<b>Total</b>
	£	£	£
At 1st September 2022	22,500	121,250	143,750
Provisions and transfers during year	-	5,000	5,000
Provisions expended	-	( 750)	( 750)
At 31st August 2023	<u>22,500</u>	<u>125,500</u>	<u>148,000</u>

The provision for Legal Fees covers costs that may be incurred in the future in respect of existing legal matters. The provision for Building and Grounds Expenses covers the estimated cost of necessary work or expenditure which the school feels it is likely will be required in the future, but which has not yet been completed or incurred.

PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST AUGUST 2023 (continued)

15 UNRESTRICTED FUNDS - 2023

	Other General Funds £	General £	Total £
Income	73,191	6,125,855	6,199,046
Expenditure	<u>(73,209)</u>	<u>(5,555,965)</u>	<u>(5,629,174)</u>
<b>Net income</b>	(18)	599,890	569,872
Transfers	(37,500)	37,500	-
Balance brought forward	<u>183,681</u>	<u>9,763,237</u>	<u>9,946,918</u>
<b>Balance carried forward</b>	<u>146,163</u>	<u>10,370,627</u>	<u>10,516,790</u>

UNRESTRICTED FUNDS - 2022

	Other General Funds £	General £	Total £
Income	126,571	5,542,187	5,668,758
Expenditure	<u>(84,129)</u>	<u>(4,960,859)</u>	<u>(5,044,988)</u>
<b>Net income</b>	42,442	581,328	623,770
Transfers	(30,000)	30,000	-
Balance brought forward	<u>171,239</u>	<u>9,151,909</u>	<u>9,323,148</u>
<b>Balance carried forward</b>	<u>183,681</u>	<u>9,763,237</u>	<u>9,946,918</u>

Other General Funds comprise funds set aside by the Governors to fund specific projects in different areas of the school.

16 RESTRICTED FUNDS - 2023

	Papplewick Development Fund £	Daphne Watson Fund £	Prize and Tour Funds £	Total £
Income	-	50	26,120	26,170
Expenditure	<u>( 180)</u>	<u>(2,575)</u>	<u>(25,216)</u>	<u>(27,971)</u>
<b>Net income</b>	( 180)	(2,525)	904	(1,801)
Transfers	-	-	-	-
Balance brought forward	<u>52,851</u>	<u>13,556</u>	<u>31,311</u>	<u>97,718</u>
<b>Balance carried forward</b>	<u>52,671</u>	<u>11,031</u>	<u>32,215</u>	<u>95,917</u>

RESTRICTED FUNDS - 2022

	Papplewick Development Fund £	Daphne Watson Fund £	Prize and Tour Funds £	Total £
Income	30,994	10,000	28,416	69,410
Expenditure	<u>( 183)</u>	<u>( 1,944)</u>	<u>(29,478)</u>	<u>( 31,605)</u>
<b>Net income</b>	30,811	8,056	( 1,062)	37,805
Transfers	-	-	-	-
Balance brought forward	<u>22,040</u>	<u> 5,500</u>	<u>32,373</u>	<u>59,913</u>
<b>Balance carried forward</b>	<u>52,851</u>	<u>13,556</u>	<u>31,311</u>	<u>97,718</u>

## PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2023 (continued)

#### 16 RESTRICTED FUNDS (continued)

The Papplewick Development Fund has been established in order to facilitate the raising of funds for future improvements to the school's premises and for bursary awards.

The Daphne Watson Fund has been created by a donation with the purpose of assisting pupils with the cost of their music tuition whilst at the school.

Prize and Tour Funds are accumulated in order to provide annual prizes for achievement in specified areas of the school and to contribute to the cost of sporting and cultural tours.

#### 17 ANALYSIS OF NET ASSETS BETWEEN FUNDS - 2023

	<b>Tangible fixed assets</b>	<b>Investments</b>	<b>Cash and Bank</b>	<b>Other assets and liabilities</b>	<b>Total</b>
	£	£	£	£	£
Unrestricted funds	8,370,723	3,703,235	897,292	(2,454,460)	10,516,790
Restricted funds	-	-	95,917	-	95,917
	<u>8,370,723</u>	<u>3,703,235</u>	<u>993,209</u>	<u>(2,454,460)</u>	<u>10,612,707</u>

#### ANALYSIS OF NET ASSETS BETWEEN FUNDS - 2022

	<b>Tangible fixed assets</b>	<b>Investments</b>	<b>Cash and Bank</b>	<b>Other assets and liabilities</b>	<b>Total</b>
	£	£	£	£	£
Unrestricted funds	8,098,667	2,518,656	2,034,108	(2,704,513)	9,946,918
Restricted funds	-	-	97,718	-	97,718
	<u>8,098,667</u>	<u>2,518,656</u>	<u>2,131,826</u>	<u>(2,704,513)</u>	<u>10,044,636</u>

#### 18 CONSTITUTION OF THE COMPANY

The company is incorporated in England & Wales and is limited by guarantee with its registered office at Papplewick School, Windsor Road, Ascot, Berkshire SL5 7LH. Each member is under covenant to contribute a sum not exceeding £1 in certain circumstances as set out in clause 6 of the Memorandum of Association.

The number of members is seven (2022: eight).

## PAPPLEWICK EDUCATIONAL TRUST LIMITED (BY GUARANTEE)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2023 (continued)

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#### 19 COMMITMENTS UNDER OPERATING LEASES

The total future minimum payments under non-cancellable operating leases are as follows:

	2023 £	2022 £
Within one year	38,477	38,477
Between two and five years	<u>35,053</u>	<u>46,737</u>

Operating lease payments recognised as an expense this year were £38,477 (2022: £33,804).

#### 20 RELATED PARTY TRANSACTIONS

A Governor, T G F Lord, is also a director of the Berkshire Riding Centre Limited and £5,814 was paid to this company by the school for riding lessons for boys during the year (2022: £5,580).

#### 21 CAPITAL COMMITMENTS

There were outstanding capital commitments at the year end totalling £nil (2022: £189,305).

#### 22 PENSION COMMITMENTS

##### Introduction

The School participates in the Teachers' Pension Scheme (England and Wales) ("the TPS"), for its teaching staff. This is a multi-employer defined benefits pension scheme and it is not possible or appropriate to consistently identify the liabilities of the TPS which are attributable to the School. The School accounts for this scheme as if it were a defined contribution scheme.

The pension charge for the year includes contributions payable to the TPS of £419,035 (2022: £399,367).

The Teachers' Pension Scheme (TPS or scheme) is a statutory, unfunded, defined benefit occupational scheme, governed by the Teachers' Pensions Regulations 2010 (as amended), and the Teachers' Pension Scheme Regulations 2014 (as amended). These regulations apply to teachers in schools and other educational establishments, including academies, in England and Wales that are maintained by local authorities. In addition, teachers in many independent and voluntary-aided schools and teachers and lecturers in some establishments of further and higher education may be eligible for membership. Membership is automatic for full-time teachers and lecturers and, from 1 January 2007, automatic too for teachers and lecturers in part-time employment following appointment or a change of contract. Teachers and lecturers are able to opt out of the TPS.

##### The teachers' pension budgeting and valuation account

Although members may be employed by various bodies, their retirement and other pension benefits are set out in regulations made under the Superannuation Act (1972) and Public Service Pensions Act (2013) and are paid by public funds provided by Parliament. The TPS is an unfunded scheme and

**22 PENSION COMMITMENTS (continued)**

members contribute on a 'pay as you go' basis – contributions from members, along with those made by employers, are credited to the Exchequer under arrangements governed by the above Acts.

The Teachers' Pensions Regulations 2010 require an annual account, the Teachers' Pension Budgeting and Valuation Account, to be kept of receipts and expenditure (including the cost of pension increases). From 1 April 2001, the Account has been credited with a real rate of return, which is equivalent to assuming that the balance in the Account is invested in notional investments that produce that real rate of return.

**Valuation of the teachers' pension scheme**

The latest valuation of the Teachers' Pension Scheme took place in line with directions issued by HM Treasury and using membership data as at 31 March 2016. As a result of this valuation TPS employers paid an increased contribution rate of 23.68% from 1 September 2019 (this includes the administration levy of 0.8%). The timing of the implementation was to align its introduction with employers' budget planning cycles. Until that time, employers had paid a rate of 16.48%.

**Scheme changes**

The arrangements for a reformed Teachers' Pension Scheme, in line with the recommendations made by Lord Hutton, in particular the introduction of a Career Average Revalued Earnings (CARE) scheme, were implemented from 1 April 2015.

In December 2018, the Court of Appeal held that transitional protection provisions contained in the reformed judicial and firefighter pension schemes, introduced as part of public service pension reforms in 2015, gave rise to direct age discrimination and were therefore unlawful. The Supreme Court, in a decision made in June 2019, rejected the Government's application for permission to appeal the Court of Appeal's ruling. The case will now be referred to an Employment Tribunal for a decision regarding the remedy that will need to be offered to those members of the two schemes who were the subject of the age discrimination.

HM Treasury are clear that the ruling has implications for the other public service schemes, including the Teachers' Pension Scheme. Those implications have been considered in the latest scheme valuation, which has been based on April 2020 data. This scheme valuation has determined that the employer contribution rate should increase by 5% from 23.68% to 28.68%. This new rate is effective from April 2024.

The School also participated in six defined contribution pension schemes for five members of staff (2022: six members). The assets of these schemes are held separately from those of the School in independently administered funds. The School contributes between 8.0% - 23.68% of pensionable salary. The pension cost relating to these schemes for the year was £50,955 (2022: £47,594).

The School also makes contributions to a NEST defined contribution scheme for other non-teaching staff. The assets of these are held separately to those of the School in independently administered funds. The pension cost relating to these schemes for the year was £7,775 (2022: £8,635).