

**ST CHRISTOPHER SCHOOL  
(LETCWORTH) LIMITED  
DIRECTORS' REPORT  
AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 1998**



**HORWATH  
CLARK WHITEHILL**

*Chartered Accountants*

A member of Horwath International

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DX 0014 London Chancery Lane



**ST CHRISTOPHER SCHOOL (LETCHWORTH) LIMITED**  
**YEAR ENDED 31 AUGUST 1998**

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**COMPANY NUMBER** 535836

**REGISTERED CHARITY NUMBER** 311062

**DIRECTORS**

The Directors of the Company, who are also the charity trustees, and the Governors of the School and who served during the year were:

D K Baker  
Miss A Jacob  
N A Robertson  
Mrs M E Marsh  
B G Goodall  
Mrs A Priestley

The Directors are elected at a full Directors' Meeting.

**COMPANY SECRETARY  
AND SCHOOL BURSAR**

Mrs P Murray-Jones

**HEADMASTER**

C Reid

**BUSINESS ADDRESS**

Barrington Road  
Letchworth  
Hertfordshire  
SG6 3JZ

**REGISTERED OFFICE**

Barrington Road  
Letchworth  
Hertfordshire  
SG6 3JZ

**AUDITORS**

Horwath Clark Whitehill  
25 New Street Square  
London  
EC4A 3LN

**PRINCIPAL BANKERS**

Barclays Bank plc  
Station Place  
Letchworth  
Hertfordshire

**PRINCIPAL SOLICITORS**

Balderston and Warren  
Broadway Chambers  
Letchworth  
Hertfordshire

**ST CHRISTOPHER SCHOOL (LETCHWORTH) LIMITED**  
**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

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The Directors present their report, together with the audited financial statements of St Christopher School (Letchworth) Limited for the year ended 31 August 1998.

**ORGANISATION, OBJECTS AND POLICY**

The School is a registered charity and a limited company and is governed by its memorandum and articles of association.

The object of the school is the education of girls, boys and adult students of either sex.

The Directors determine the general policy of the School. There have been no changes in policy from the previous year. The day to day management is delegated to the Headmaster and the Bursar.

The results for the year are set out on page 6.

The Directors consider the net incoming resources to be satisfactory. The review of the year and future developments are in the chairman's report on page 4.

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 assume that the company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

**MARKET VALUE OF LAND AND BUILDINGS**

The leasehold properties were revalued by the Directors on 31 August 1979 and additions since that date are included at cost.

Due to the specialised nature of the buildings, the market value of the company's properties is difficult to ascertain. However the Directors consider that such value would be greater than the written down value at which they are included in the annexed balance sheet.

**ST CHRISTOPHER SCHOOL (LETCWORTH) LIMITED**  
**DIRECTORS' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

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**RESOURCES**

Note 10 splits the funds between those restricted as to their use, those designated for specific purposes and those available for the day to day requirements of the School. The Directors consider that the assets held in these funds are available and adequate to fulfil the obligations of the School.

**DIRECTORS**

The Directors during the year under review and the shares in the company in which they were interested at the beginning and end of the year were:

	Ordinary shares of £1 each	
	At 1 September 1997	31 August 1998
D K Baker	4	4
Miss A Jacob	4	4
N A Robertson	4	4
Mrs M E Marsh	4	4
B G Goodall	4	4
Mrs A Priestley	4	4

In addition to the above, N A Robertson and Mrs M E Marsh are joint holders of a further 4 shares.

**YEAR 2000**

There is a risk that certain computers and other electronic systems will not function properly when they encounter dates in incorporating the year 2000.

The Governors have commenced an assessment of the risk that the "Millennium Bug" presents a risk to the School's operations.

The School's main computer systems have been assessed and are being updated where necessary to ensure year 2000 compliance. When the assessment of other systems and equipment is complete, the Governors will make arrangements to replace or modify it, and where necessary find alternative suppliers and service providers to ensure there is no disruption to School operations. However, the School has no control over such suppliers.

**AUDITORS**

A resolution to re-appoint Horwath Clark Whitehill will be made in accordance with Section 385 of the Companies Act 1985.

This report was approved by the board on: 16 March 1999

Signed on behalf of the board of Directors



Governor

**ST CHRISTOPHER SCHOOL (LETCHEWORTH) LIMITED**  
**CHAIRMAN'S REPORT**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

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The Governors consider the results for the year to be very satisfactory. There was an increase in pupil numbers over the previous year with a corresponding increase in Incoming Resources. Resources Expended were contained as a result of the closure of a boarding house. The result was a useful increase in our Net Incoming Resources.

For the summer term the total school roll was 509 pupils (474 in 1996/1997), of which 328 were boys and 181 were girls, with 135 boarders and 374 day pupils. After many changes in 1996/1997 the year 1997/1998 was one of consolidation. There were a number of developments during the year.

- The school arranged the expansion of the bus service to provide for growing demand for day places from North London.
- Little Arundale was closed as a boarding house and is now being used for an expanded Junior School.
- The good response to an Appeal for funds, together with favourable financial results, has enabled the Governors to authorise the building of a new swimming pool during 1999.

Pupils numbers for the year starting September 1998 showed another healthy increase on last year at 536 (up 33 - 6.5%). However, the drift from boarding to day continues in line with national trends. The high demand for places in the junior school has led the Governors to launch a review of the future provision for younger pupils.

The Governors would like to thank the Head and his staff for another excellent year.



**HORWATH  
CLARK WHITEHILL**

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**AUDITORS REPORT  
TO THE SHAREHOLDERS OF  
ST CHRISTOPHER SCHOOL (LETCHWORTH) LIMITED**



We have audited the financial statements on pages 6 to 16 which have been prepared under the accounting policies set out on page 9.

**Respective Responsibilities of Directors and Auditors**

As described on page 2 the company's Directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those financial statements and to report our opinion to you.

**Basis of Opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of the information in the financial statements.

**Unqualified Opinion**

In our opinion, the financial statements give a true and fair view of the state of the company's affairs at 31 August 1998 and of the surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

*Horwath Clark Whitehill*

Chartered Accountants  
and Registered Auditors

*hosen*

*10 March 1999*

**ST CHRISTOPHER SCHOOL (LETCWORTH) LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

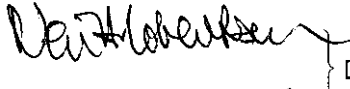

	Notes	Unrestricted School Fund £	Restricted Funds £	1998 £	1997 £
<b>INCOMING RESOURCES</b>					
Fees receivable	2	3,628,598	-	<b>3,628,598</b>	3,310,259
Donations and other income		20,614	66,548	<b>87,162</b>	53,608
Covenanted donation		14,880	-	<b>14,880</b>	39,600
Bank and other interest		91,063	-	<b>91,063</b>	57,030
<b>Total Incoming Resources</b>		<u>3,755,155</u>	<u>66,548</u>	<u><b>3,821,703</b></u>	<u>3,460,497</u>
<b>RESOURCES EXPENDED</b>					
<b>Direct Charitable Expenditure:</b>					
Teaching costs		1,642,278	-	<b>1,642,278</b>	1,592,743
Welfare		613,766	-	<b>613,766</b>	634,763
Premises		627,404	-	<b>627,404</b>	563,312
Support costs		449,278	1,586	<b>450,864</b>	439,472
		<u>3,332,726</u>	<u>1,586</u>	<u><b>3,334,312</b></u>	<u>3,230,290</u>
<b>Other Expenditure:</b>					
Interest		3,940	-	<b>3,940</b>	6,102
Management and administration of the Charity		8,500	-	<b>8,500</b>	8,563
		<u>12,440</u>	<u>-</u>	<u><b>12,440</b></u>	<u>14,665</u>
<b>Total Resources Expended</b>	3	<u>3,345,166</u>	<u>1,586</u>	<u><b>3,346,752</b></u>	<u>3,244,955</u>
Net Incoming Resources before transfers		409,989	64,962	<b>474,951</b>	215,542
Transfers	11	<u>153,697</u>	<u>(153,697)</u>	<u>-</u>	<u>-</u>
Net incoming resources after transfers		563,686	(88,735)	<b>474,951</b>	215,542
Unrealised (loss)/gain on investment assets		<u>-</u>	<u>(33)</u>	<u><b>(33)</b></u>	<u>(8)</u>
<b>Net Movement in funds</b>		563,686	(88,768)	<b>474,918</b>	215,534
Balances brought forward at 1 September 1997		<u>5,348,749</u>	<u>130,951</u>	<u><b>5,479,700</b></u>	<u>5,264,166</u>
<b>Balances carried forward at 31 August 1998</b>		<u>5,912,435</u>	<u>42,183</u>	<u><b>5,954,618</b></u>	<u>5,479,700</u>

The notes on pages 9 to 16 form part of these accounts.

**ST CHRISTOPHER SCHOOL (LETCHWORTH) LIMITED**  
**BALANCE SHEET**  
**AS AT 31 AUGUST 1998**

	Notes	1998 £	1997 £
<b>TANGIBLE FIXED ASSETS</b>			
School buildings and equipment	4	5,349,309	5,221,829
<b>INVESTMENTS</b>	5	208	241
<b>CURRENT ASSETS</b>			
Debtors	6	128,637	172,541
Cash		<u>1,253,144</u>	<u>918,110</u>
		1,381,781	1,090,651
<b>CREDITORS: amounts due within one year</b>	7	<u>(490,319)</u>	<u>(549,692)</u>
<b>NET CURRENT ASSETS</b>		<u>891,462</u>	<u>540,959</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		6,240,979	5,763,029
<b>CREDITORS: amounts due after more than one year</b>			
Bank loan	8	(5,954)	(24,939)
Final term deposits		<u>(280,379)</u>	<u>(258,362)</u>
<b>TOTAL NET ASSETS</b>		<u>5,954,646</u>	<u>5,479,728</u>
<b>CAPITAL AND RESERVES</b>			
Called up share capital	9	28	28
<b>RESTRICTED FUNDS</b>	11	42,183	130,951
<b>UNRESTRICTED FUNDS</b>			
Designated	12	5,324,365	5,048,299
General	13	<u>588,070</u>	<u>300,450</u>
		<u>5,954,646</u>	<u>5,479,728</u>

Approved by the Directors on 10 March 1999  
and signed on its behalf by

  
 Directors

The notes on pages 9 to 16 form part of these accounts.



**ST CHRISTOPHER SCHOOL (LETCWORTH) LIMITED**  
**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

	1998	1997
	£	£
<b>Reconciliation of Net Incoming Resources to Net Cash Inflow from Operations</b>		
Net incoming resources	474,951	215,542
Depreciation and amortisation charges	221,384	201,476
Decrease in debtors	43,904	9,190
(Decrease)/increase in creditors	(38,706)	(16,813)
Net interest received	(87,123)	(50,928)
Net cash inflow from operations	<u>614,410</u>	<u>358,467</u>

**CASH FLOW STATEMENT**

<b>Net cash inflow from operations</b>	<b>614,410</b>	<b>358,467</b>
<b>Returns on investments and servicing of finance</b>		
Interest received	91,063	57,030
Interest paid	<u>(3,940)</u>	<u>(6,102)</u>
Net cash inflow from returns on investments and servicing of finance	<b>87,123</b>	<b>50,928</b>
<b>Capital expenditure and financial investment</b>		
Payments to acquire tangible assets	(348,864)	(330,057)
Receipts from sale of tangible fixed assets	<u>-</u>	<u>-</u>
Net cash outflow from capital expenditure and financial investment	<u>(348,864)</u>	<u>(330,057)</u>
Net cash inflow before financing	<b>352,669</b>	<b>79,338</b>
<b>Financing</b>		
Loan repayments	<u>(17,635)</u>	<u>(19,955)</u>
Net cash outflow from financing	<u>(17,635)</u>	<u>(19,955)</u>
<b>Increase in cash in the year</b>	<b><u>335,034</u></b>	<b><u>59,383</u></b>

**Analysis of Changes in net Debt**

	1 September 1997 £	Cash Flows £	Other Changes £	31 August 1998 £
Cash at bank and in hand	918,110	335,034		1,253,144
Debt due within 1 year	(17,640)	17,635	(18,985)	(18,990)
Debt due after 1 year	<u>(24,939)</u>	<u>-</u>	<u>18,985</u>	<u>(5,954)</u>
	<u>875,531</u>	<u>352,669</u>	<u>-</u>	<u>1,228,200</u>

The notes on pages 9 to 16 form part of these accounts.

**ST CHRISTOPHER SCHOOL (LETCHWORTH) LIMITED**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

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**1. ACCOUNTING POLICIES**

**a) Basis of Preparation**

The accounts are prepared under the historical cost convention as modified by the revaluation of certain asset and in accordance with applicable standards and the principals of the Statement of Recommended Practice "Accounting by Charities".

The School owns the whole of the share capital of St. Christopher School Guilds Limited. In the opinion of the Governors the activities of the company are not material in the context of the overall accounts and therefore consolidated accounts are not prepared. The company results and net assets position at the balance sheet date are set out in note 17.

**b) Tangible Fixed Assets**

Depreciation is provided on all tangible fixed assets in use, other than freehold land, at rates and bases calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold buildings	- over 50 years
Long leasehold property, acquired prior to 1979	- over the term of the lease
Long leasehold property - other	- over 50 years
Fixtures, fittings and equipment	- over 5 years
Motor vehicles	- over 5 years
Computer equipment	- over 3 years
Temporary classrooms	- over 10 years

Long leasehold property acquired prior to 1979 represents historic buildings for which the School makes adequate provision in respect of upkeep and maintenance. The Directors consider it to be appropriate to depreciate these buildings over the life of the lease which at 31 August 1998 had 115 years to run.

**c) Fees**

Fees consist of charges for the School year ending 31 August 1998, less bursaries and allowances.

**d) Expenditure**

Expenditure is allocated to expense headings either on a direct cost basis, or apportioned according to time spent.

**e) Teaching costs**

Supplies of games equipment, books, stationery and sundry materials are written off when the expenditure is incurred.

**f) Operating leases**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the profit and loss account as incurred.

**ST CHRISTOPHER SCHOOL (LETCWORTH) LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

**2. FEES RECEIVABLE**

	1998 £	1997 £
Fees receivable consists of:		
Gross fees	3,942,763	3,554,225
Less: Bursaries	(94,363)	(94,548)
Allowances	(219,802)	(149,418)
	<u>3,628,598</u>	<u>3,310,259</u>

**3. ANALYSIS OF TOTAL RESOURCES EXPENDED**

	Staff costs £	Other £	Depreciation £	1998 Total £
<b>Direct Charitable Expenditure:</b>				
Teaching costs	1,441,415	148,333	52,530	1,642,278
Welfare	378,408	214,804	20,554	613,766
Premises	204,612	286,361	136,431	627,404
Support costs	217,253	220,156	11,869	449,278
	<u>2,241,688</u>	<u>869,654</u>	<u>221,384</u>	<u>3,332,726</u>
<b>Other Expenditure:</b>				
Interest	-	3,940	-	3,940
Management and Administration of the Charity	-	8,500	-	8,500
	<u>2,241,688</u>	<u>882,094</u>	<u>221,384</u>	<u>3,345,166</u>
				1997
<b>Direct Charitable Expenditure:</b>				
Teaching costs	1,382,235	171,800	38,708	1,592,743
Welfare	416,623	197,474	20,666	634,763
Premises	195,052	238,436	129,824	563,312
Support costs	213,853	213,340	12,279	439,472
	<u>2,207,763</u>	<u>821,050</u>	<u>201,477</u>	<u>3,230,290</u>
<b>Other Expenditure:</b>				
Interest	-	6,102	-	6,102
Management and administration of the Charity	-	8,563	-	8,563
	<u>2,207,763</u>	<u>835,715</u>	<u>201,477</u>	<u>3,244,955</u>

**ST CHRISTOPHER SCHOOL (LETCHWORTH) LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

**3. ANALYSIS OF TOTAL RESOURCES EXPENDED (CONTINUED)**

	1998 £	1997 £
<b>Expenditure includes the following:</b>		
Direct charitable expenditure includes:		
Ex-Gratia and redundancy costs	-	30,607
Other expenditure includes:		
Auditor's remuneration:		
for audit	7,800	7,520
for other services	-	558
Operating lease rentals - other	10,795	9,170
Depreciation	110,698	94,599
Amortisation	110,686	106,877
<b>Staff Costs</b>		
Wages and salaries	1,932,748	1,929,890
Social security costs	156,088	154,709
Pension contributions	152,852	123,164
	<b>2,241,688</b>	<b>2,207,763</b>

The average number of employees in the year was 114 (1997- 116) of which 49 (1997 - 48) were full time teaching staff. Neither the Directors nor persons connected with them received any remuneration or other benefits from the School or any connected organisation.

The number of employees whose emoluments exceeded £40,000 were:

	No.	No.
£50,001 - £60,000	1	1

**ST CHRISTOPHER SCHOOL (LETCWORTH) LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

**4. TANGIBLE FIXED ASSETS**

	Freehold Property £	Long Leasehold Property £	Motor vehicles £	Fixtures fittings and equipment £	Computer equipment £	Total £
Cost/valuation						
1 September 1997	162,050	5,984,644	50,784	672,715	182,066	7,052,259
Additions	-	190,465	46,953	42,657	68,789	348,864
Disposals	-	-	(11,152)	-	-	(11,152)
<b>31 August 1998</b>	<b>162,050</b>	<b>6,175,109</b>	<b>86,585</b>	<b>715,372</b>	<b>250,855</b>	<b>7,389,971</b>
Depreciation						
1 September 1997	19,887	1,052,459	50,784	551,127	156,173	1,830,430
Adjustments for disposal	-	-	(11,152)	-	-	(11,152)
Charge for year	2,841	110,686	9,391	58,727	39,739	221,384
<b>31 August 1998</b>	<b>22,728</b>	<b>1,163,145</b>	<b>49,023</b>	<b>609,854</b>	<b>195,912</b>	<b>2,040,662</b>
<b>Net book values</b>						
<b>31 August 1998</b>	<b>139,322</b>	<b>5,011,964</b>	<b>37,562</b>	<b>105,518</b>	<b>54,943</b>	<b>5,349,309</b>
<i>31 August 1997</i>	<i>142,163</i>	<i>4,932,185</i>	<i>-</i>	<i>121,588</i>	<i>25,893</i>	<i>5,221,829</i>

The historical cost of leasehold land and buildings included above at a valuation of £1,116,000 was £400,319. The leasehold land and buildings were revalued by the directors on 31 August 1979.

**5. INVESTMENTS**

	<b>1998</b> £	<b>1997</b> £
At mid-market value		
Balance at 1 September 1997	<b>235</b>	243
Unrealised (loss)/gain	<b>(33)</b>	(8)
Balance at 31 August 1998	<b>202</b>	235
Investment in subsidiary undertaking (note 18)	<b>6</b>	6
	<b>208</b>	241

**6. DEBTORS**

Fees	<b>64,617</b>	75,080
Amounts owed by subsidiary undertaking	<b>20,431</b>	38,416
Other debtors	<b>21,643</b>	18,345
Prepayments	<b>21,946</b>	40,700
	<b>128,637</b>	172,541

**ST CHRISTOPHER SCHOOL (LETCHWORTH) LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

<b>7. CREDITORS: Due within one year</b>	<b>1998</b>	<b>1997</b>
	<b>£</b>	<b>£</b>
Bank loan and overdrafts	<b>18,990</b>	17,640
Fees in Advance	<b>245,114</b>	350,579
Final term deposits	<b>50,232</b>	58,850
Trade creditors	<b>19,727</b>	23,626
Other taxes and social security	<b>43,186</b>	43,471
Accruals and deferred income	<b>86,651</b>	42,094
Other creditors	<b>26,419</b>	13,432
	<b><u>490,319</u></b>	<b><u>549,692</u></b>

**8. LOAN CREDITOR**

The bank loan is repayable by instalments after five years

Due within two to five years	-	5,949
Due within one to two years	<b>5,954</b>	18,990

Due after more than one year	<b>5,954</b>	24,939
Due within one year (See Note 7)	<b>18,990</b>	17,640

	<b><u>24,944</u></b>	<b><u>42,579</u></b>
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The mortgage is repayable by monthly instalments over 25 years from June 1990 and interest is charged at 2% above the Midland Banks base rate. The loan is secured on the company's freehold property.

**9. SHARE CAPITAL**

	<b>No.</b>	<b>Value</b>	<b>No.</b>	<b>Value</b>
	<b>1998</b>	<b>1998</b>	<b>1997</b>	<b>1997</b>
Authorised				
Ordinary shares of £1 each	<b><u>50</u></b>	<b><u>50</u></b>	<b><u>50</u></b>	<b><u>50</u></b>

Allotted and fully paid:

Ordinary shares of £1 each	<b><u>28</u></b>	<b><u>28</u></b>	<b><u>28</u></b>	<b><u>28</u></b>
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The ordinary shareholders have no rights to receive any dividend or bonus out of profits and no rights to surplus assets on a winding up.

**ST CHRISTOPHER SCHOOL (LETCWORTH) LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

**10. ALLOCATION OF THE CHARITY NET ASSETS**

The net assets are held for the various funds as follows:

	Fixed assets £	Investments £	Net current assets £	Long term liabilities £	Total £
Restricted funds	-	-	42,183	-	42,183
General funds:					
Designated funds	5,349,309	-	(18,990)	(5,954)	5,324,365
Unrestricted	-	208	868,241	(280,379)	588,070
Share capital	-	-	28	-	28
	<u>5,349,309</u>	<u>208</u>	<u>891,462</u>	<u>(286,333)</u>	<u>5,954,646</u>

**11. RESTRICTED FUNDS**

	Balance 1 September 1997 £	Incoming Resources £	Resources Expended £	Transfers Investment Gains/(losses) £	Balance 31 August 1998 £
2000 Development Appeal	<u>130,951</u>	<u>66,548</u>	<u>(1,586)</u>	<u>(153,730)</u>	<u>42,183</u>

At the year end, the restricted fund comprises the 2000 Development Appeal. Amounts expended in respect of the completed CDT block have been transferred to designated funds.

**12. DESIGNATED FUNDS**

Fixed assets in use	<u>5,048,299</u>	<u>-</u>	<u>-</u>	<u>276,066</u>	<u>5,324,365</u>
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The designated fund represents the School's investment in fixed assets less loans secured on property.

**13. UNRESTRICTED FUNDS**

General	<u>300,450</u>	<u>3,755,155</u>	<u>(3,345,166)</u>	<u>(122,369)</u>	<u>588,070</u>
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The unrestricted funds are retained as necessary to cover working capital requirements.

**ST CHRISTOPHER SCHOOL (LETCHWORTH) LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 1998**

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**14. CONTRACTS AND COMMITMENTS**

As at 31 August 1998, the School had contracted for building work amounting to £28,500. There were also amounts totalling £400,000 that were authorised but had not been contracted for at that date.

**15. OPERATING LEASE COMMITMENTS**

	1998 £	1997 £
Annual commitments under operating leases expiring:		
within one year	1,349	2,121
within two to five years	<u>7,202</u>	<u>6,507</u>
	<u>8,551</u>	<u>8,628</u>

**16. PENSION COSTS**

The teaching staff are members of the DfEE Teachers' Pension Agency Teachers' Superannuation Scheme which is a defined contribution scheme. The assets of the scheme are held separately from those of the school in an independently administered fund. The school also contributes to the personal pension plans of those non-teaching staff who are eligible and wish to avail themselves of the facility. The pension costs charge represents contributions payable by the school and amounted to £152,852 (1997: £123,164).



**ST CHRISTOPHER SCHOOL (LETCHEWORTH) LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
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**17. ST CHRISTOPHER SCHOOL GUILDS LIMITED**

The school holds a 100% interest in a trading company, St Christopher School Guilds Limited, with the School receiving any surpluses earned by the company as a covenanted donation.

The financial statements of the company for the year ended 31 August 1998, which are not consolidated with the School financial statements, showed the following position:

<b>BALANCE SHEET</b>	<b>1998</b>	<b>1997</b>
	<b>£</b>	<b>£</b>
<b>CURRENT ASSETS</b>		
Debtors	37,745	26,243
Cash	-	22,097
	<b>37,745</b>	<b>48,340</b>
<b>CREDITORS: amounts falling due within one year</b>	<b>(37,739)</b>	<b>(48,834)</b>
<b>NET CURRENT ASSETS</b>	<b>6</b>	<b>6</b>
<b>TOTAL NET ASSETS</b>	<b>6</b>	<b>6</b>
<b>CAPITAL AND RESERVES</b>		
Called up share capital	6	6
Profit and loss account (below)	-	-
	<b>6</b>	<b>6</b>
<b>PROFIT AND LOSS ACCOUNT</b>		
Turnover	38,737	64,657
Operating Costs	(23,857)	(25,057)
Profit from continuing activities	14,880	39,600
Covenanted donation gross	(14,880)	(39,600)
Balance brought forward (deficit)	-	-
Balance carried forward	-	-