

Registered number: 02677494

HEADINGTON SCHOOL SERVICES LIMITED

DIRECTOR'S REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2016

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COMPANIES HOUSE

HEADINGTON SCHOOL SERVICES LIMITED

COMPANY INFORMATION

DIRECTORS	R S Shipperley C S Bevan (resigned 30 June 2016) H Batchelor (resigned 30 June 2016)
COMPANY SECRETARY	R C Couzens
REGISTERED NUMBER	02677494
REGISTERED OFFICE	The Bursary Headington School Headington Road Oxford OX3 0BL
INDEPENDENT AUDITOR	Crowe Clark Whitehill LLP Carrick House Lypiatt Road Cheltenham Gloucestershire GL50 2QJ

HEADINGTON SCHOOL SERVICES LIMITED

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HEADINGTON SCHOOL SERVICES LIMITED

DIRECTOR'S REPORT FOR THE YEAR ENDED 31 JULY 2016

The director presents his report and the audited financial statements for the year ended 31 July 2016.

DIRECTOR'S RESPONSIBILITIES STATEMENT

The director is responsible for preparing the Director's report and the financial statements in accordance with applicable law and regulations.

Company law requires the director to prepare financial statements for each financial year. Under that law the director has elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the director must not approve the financial statements unless he is satisfied that they 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 these financial statements, the director is required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The director is responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable him to ensure that the financial statements comply with the Companies Act 2006. He is also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

DIRECTORS

The directors who served during the year were:

R S Shipperley
C S Bevan (resigned 30 June 2016)
H Batchelor (resigned 30 June 2016)

DISCLOSURE OF INFORMATION TO AUDITOR

The director at the time when this Director's report is approved has confirmed that:

- so far as he is aware, there is no relevant audit information of which the company's auditor is unaware, and
- he has taken all the steps that ought to have been taken as a director in order to be aware of any relevant audit information and to establish that the company's auditor is aware of that information.

HEADINGTON SCHOOL SERVICES LIMITED

**DIRECTOR'S REPORT
FOR THE YEAR ENDED 31 JULY 2016**

AUDITOR

The auditor, Crowe Clark Whitehill LLP, will be proposed for reappointment in accordance with section 485 of the Companies Act 2006.

I
This report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

This report was approved by the board and signed on its behalf.

R-S Shipperley

R S Shipperley
Director

Date: 8 December 2016

HEADINGTON SCHOOL SERVICES LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE SHAREHOLDER OF HEADINGTON SCHOOL SERVICES LIMITED

We have audited the financial statements of Headington School Services Limited for the year ended 31 July 2016, set out on pages 5 to 10. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's shareholder 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 company's shareholder those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's shareholder for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF DIRECTOR AND AUDITOR

As explained more fully in the statement of directors' responsibilities, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the director; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Director's report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 July 2016 and of its loss for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the Director's report for the financial year for which the financial statements are prepared is consistent with the financial statements.

HEADINGTON SCHOOL SERVICES LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE SHAREHOLDER OF HEADINGTON SCHOOL SERVICES LIMITED

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where 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 director's remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the director was not entitled to prepare the financial statements in accordance with the small companies regime and to take advantage of the small companies' exemption from the requirement to prepare a Strategic report or in preparing the Director's report.

Guy Biggin (Senior statutory auditor)

for and on behalf of

Crowe Clark Whitehill LLP

Statutory Auditor

Carrick House
Lypiatt Road
Cheltenham
Gloucestershire
GL50 2QJ

25 January 2017

HEADINGTON SCHOOL SERVICES LIMITED

**PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 JULY 2016**

	Note	2016 £	2015 £
TURNOVER	1,2	585,322	577,302
Administrative expenses		(305,841)	(314,785)
OPERATING PROFIT	3	279,481	262,517
Gift aid to Headington School		(279,579)	(262,615)
Interest payable and similar charges		(3,837)	(3,837)
LOSS ON ORDINARY ACTIVITIES BEFORE TAXATION		(3,935)	(3,935)
Tax on loss on ordinary activities	4	-	-
LOSS FOR THE FINANCIAL YEAR	10	(3,935)	(3,935)

The notes on pages 7 to 10 form part of these financial statements.

HEADINGTON SCHOOL SERVICES LIMITED
REGISTERED NUMBER: 02677494

BALANCE SHEET
AS AT 31 JULY 2016

	Note	2016	2015
		£	£
FIXED ASSETS			
Tangible assets	5	150,355	154,290
CURRENT ASSETS			
Stocks		11,173	12,690
Debtors	6	92,578	187,510
Cash at bank and in hand		175,524	98,716
		279,275	298,916
CREDITORS: amounts falling due within one year	7	(220,806)	(240,447)
NET CURRENT ASSETS		58,469	58,469
TOTAL ASSETS LESS CURRENT LIABILITIES		208,824	212,759
CREDITORS: amounts falling due after more than one year	8	(191,836)	(191,836)
NET ASSETS		16,988	20,923
CAPITAL AND RESERVES			
Called up share capital	9	4	4
Profit and loss account	10	16,984	20,919
SHAREHOLDERS' FUNDS		16,988	20,923

The financial statements have been prepared in accordance with the special provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved and authorised for issue by the board and were signed on its behalf by:

R. S. Shipperley

R S Shipperley
 Director

Date: 8 December 2016

The notes on pages 7 to 10 form part of these financial statements.

HEADINGTON SCHOOL SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2016

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

1.2 Going concern

After making enquiries, the directors have a reasonable expectation that the company has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements as outlined in the Statement of Directors' Responsibilities on page 1.

1.3 Cash flow

The financial statements do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective January 2015).

1.4 Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Leasehold Property	-	2% straight line
Fixtures & fittings	-	10-25% straight line or reducing balance

1.6 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

2. TURNOVER

During the current and prior year all of the company's turnover was attributable to sales made within the United Kingdom.

HEADINGTON SCHOOL SERVICES LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2016**

3. OPERATING PROFIT

The operating profit is stated after charging:

	2016 £	2015 £
Depreciation of tangible fixed assets: - owned by the company	3,935	3,935
Auditor's remuneration	4,180	4,100
	<u>7,115</u>	<u>8,035</u>

During the year, no director received any emoluments (2015 - £NIL).

4. TAXATION

Factors affecting tax charge for the year

On the basis of these financial statements no provision has been made for corporation tax, as all the taxable profit has been paid under Gift aid.

Factors that may affect future tax charges

There were no factors that may affect future tax charges.

5. TANGIBLE FIXED ASSETS

	Leasehold Property £	Fixtures & Fittings £	Total £
Cost			
At 1 August 2015 and 31 July 2016	196,774	1,085	197,859
Depreciation			
At 1 August 2015	42,484	1,085	43,569
Charge for the year	3,935	-	3,935
At 31 July 2016	46,419	1,085	47,504
Net book value			
At 31 July 2016	150,355	-	150,355
At 31 July 2015	154,290	-	154,290

HEADINGTON SCHOOL SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2016

6. DEBTORS

	2016 £	2015 £
Trade debtors	92,578	20,599
Sundry debtors and accrued income	-	166,911
	<u>92,578</u>	<u>187,510</u>

7. CREDITORS:
Amounts falling due within one year

	2016 £	2015 £
Trade creditors	21,642	17,234
Amounts owed to group undertakings	166,533	124,969
Other taxation and social security	6,584	7,318
Accruals	23,047	28,752
Other creditors	3,000	62,174
	<u>220,806</u>	<u>240,447</u>

8. CREDITORS:
Amounts falling due after more than one year

	2016 £	2015 £
Amounts owed to group undertakings	<u>191,836</u>	<u>191,836</u>

The loan relates to the library and is repayable by 31 July 2030. Interest is charged at base rate.

9. SHARE CAPITAL

	2016 £	2015 £
Authorised		
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>
Allotted, called up and fully paid		
4 Ordinary shares of £1 each	<u>4</u>	<u>4</u>

HEADINGTON SCHOOL SERVICES LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2016**

10. RESERVES

	Profit and loss account £
At 1 August 2015	20,919
Loss for the year	(3,935)
At 31 July 2016	16,984

11. RELATED PARTY TRANSACTIONS

These financial statements are included within the consolidated financial statements of the ultimate parent company, which are publicly available. Consequently, under the provision of Financial Reporting Standards for Smaller Entities (effective January 2015) the company is exempt from reporting details of transactions and balances with the parent company.

12. CONTROLLING PARTY AND ULTIMATE PARENT UNDERTAKING

The directors regard Headington School Oxford Limited (registered charity number 309678, registered company number 00141076) as the ultimate parent undertaking and controlling party.

The largest and smallest group in which the results of the company are consolidated is headed by the ultimate parent undertaking, Headington School Oxford Limited. A copy of the ultimate parent's consolidated financial statements may be obtained from Headington School Oxford Limited, Headington Road, Oxford, OX3 0BL.

HEADINGTON SCHOOL SERVICES LIMITED

DETAILED TRADING AND PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 JULY 2016

	Page	2016 £	2015 £
TURNOVER	12	585,322	577,302
LESS: OVERHEADS			
Administration expenses	12	(305,841)	(314,785)
		<hr/>	<hr/>
OPERATING PROFIT		279,481	262,517
Interest payable	12	(3,837)	(3,837)
Gift aid payment to Headington School	12	(279,579)	(262,615)
		<hr/>	<hr/>
LOSS FOR THE YEAR		(3,935)	(3,935)
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