

Company Number: 2788160
Charity Registration Number: 1017372

**ROAD HAULAGE AND
DISTRIBUTION TRAINING
COUNCIL**
(A Company Limited by Guarantee)

**Financial Statements
for the year ended 31st March 2010**



ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
(A Company Limited by Guarantee)

Legal and Administration information

for the year ended 31st March 2010

Company Number:

2788160

Charity Registration Number:

1017372

Chief Executive Officer and Company Secretary:

Mr J Falkner

Trustees:

Mr R D King	(Resigned 31 May 2009)
Mr G Dunning	(Appointed 1 June 2009)
Mr S Vickers	
Mr T de Pencier	

Registered Office:

British Association of Removers
Tangent House 62 Exchange Road
Watford
Hertfordshire
England
WD18 0TG

Auditors:

Keens Shay Keens MK
Sovereign Court
230 Upper 5th Street
Central Milton Keynes
MK9 2HR

Bankers:

Barclays Bank Plc

Investment Managers:

Barclays Personal Investment Management Services

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
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ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
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Trustees' Report

for the year ended 31st March 2010

The trustees, who are also the directors of the company for the purpose of the Companies Acts, submit their report together with the audited financial statements for the year ended 31st March 2010

Trustees' Statement

Charity and Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus for that period. In preparing these financial statements the trustees are required to

Select suitable accounting policies and then apply them consistently,

Make judgments 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 presume that the company will continue in business

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Charity and to enable them to ensure the financial statements comply with the Companies Act 2006,

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Structure, governance and management

Road Haulage and Distribution Training Council is a company limited by guarantee, incorporated on 9 February 1993, and a registered charity, governed by its memorandum and articles of association

Trustees

A full list of the trustees who served during the year is shown in the legal information

The trustees are appointed by each of the company's members, and other designated organisations, within the numbers specified in the Articles of Association

Risk Policy

In its current situation, the Council no longer considers it necessary to implement a formal risk management process to assess business risks and implement risk management strategies

Objective and activities

The objects of the Charity are to provide, advance and assist in the training in Great Britain of persons employed or intending to be employed in the road freight and distribution industry

Public benefit

In planning our activities for the year, we keep in mind the Charity Commission's guidance on public benefit at our Trustees Meetings

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
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Trustees' Report

on the Accounts for the year ended 31st March 2010

Achievements and Performance

The deficit for the year amounted to £31,780 (2009 - £227,712)

Financial Review

Reserves Policy

It has been the Council's policy generally to maintain reserves at a level of at least one year of operating costs and to maximise benefits from those reserves

Investment Policy and Performance

In accordance with the trust deed, the trustees have the power to invest in such stocks, shares, investments and property in the UK as they see fit. The Trustees engaged Barclays Plc as investment managers. The policy is to adopt a medium risk investment strategy based on maximising income and maintaining the value of funds held.

Plans for future periods

RHDTTC has provided grant finance to support the schools information project, of Skills for Logistics, at improving the image of freight logistic as a career for school-leavers. Otherwise the Council has remained dormant.

Cashflow Statement

In the opinion of the trustees as the directors, the company qualifies as a small company and as such no cashflow statement has been prepared.

Auditors

The Auditors, Keens Shay Keens MK, Chartered Accountants, have indicated that they are willing to be reappointed at the forthcoming Annual General Meeting.

By Order of the Board


G. Dunning
Trustee
26 August 2010

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
(A Company Limited by Guarantee)

Independent Auditors' Report to the Members

on the Accounts for the year ended 31st March 2010

We have audited the financial statements of Road Haulage and Distribution Training Council for the year ended 31 March 2010 set out on pages 4 to 9 which comprise the Statement of Financial Activities, Summary Income and Expenditure Account, the Balance Sheet, and related notes

This auditor's report is made solely to the company's members, as a body, in accordance with Chapter 3 of Section 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members 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 any responsibility to anyone other than the company and the company's members as a body, for our work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The trustees (who are also directors of Road Haulage and Distribution Training Council for the purposes of company law) responsibilities for preparing the Trustees' Annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and with the Companies Act 2006. We also report to you whether, in our opinion, the information given in the Trustees' Annual Report is consistent with those financial statements. In addition, we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of Trustees' remuneration specified by law are not made.

We read the Trustees' Annual Report, and consider the implication for our report if we become aware of any apparent misstatements within it.

Basis of Audit Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes an 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 trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.


We planned and performed our audit so as to obtain all 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 misstatements, whether caused by fraud, other irregularity or error. In forming our opinion we also evaluated the adequacy of the presentation of the information in the financial statements.

Opinion

In our opinion the financial statements -

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the charity's affairs as at 31 March 2010 and of its incoming resources, including its income and expenditure, for the year then ended, and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- have been properly prepared in accordance with the Companies Act 2006, and
- the information given in the Trustees' Report is consistent with the financial statements.

Sovereign Court
230 Upper Fifth Street
Central Milton Keynes
MK9 2HR


Simon Gill FCCA
(Senior Statutory Auditor)
For and on behalf of
Keens Shay Keens MK
Chartered Accountants
and Statutory Auditors

11/08/2010

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
(A Company Limited by Guarantee)

Statement of Financial Activities (including Income and Expenditure Account)
for the year ended 31st March 2010

		Total	Total
		2010	2009
		£	£
Incoming Resources	Note		
Incoming resources from generated funds			
Investment income	2	408	6,972
Total incoming resources		<u>408</u>	<u>6,972</u>
Resources expended			
Costs of generating funds			
Investment management costs	3	-	666
Direct Costs	3	25,000	231,420
Governance costs			
Other governance costs	3	7,188	6,400
Total resources expended	3	<u>32,188</u>	<u>238,486</u>
Net (outgoing) incoming resources	4	(31,780)	(231,514)
Gains / (Losses) on investment assets		-	3,802
Net movement in funds		<u>(31,780)</u>	<u>(227,712)</u>
Total funds brought forward		229,733	457,445
Total funds carried forward		<u>197,953</u>	<u>229,733</u>

The main activity of the charity ceased on 30 September 2003

All gains and losses recognised in the year are included above. The deficit for the year for Companies Act purposes comprises the net outgoing resources for the year plus realised gains on investments and was £31,780 (2009 deficit £227,712)

The notes on pages 6 to 9 form part of these financial statements

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
(A Company Limited by Guarantee)

Balance Sheet as at 31st March 2010

	Notes	2010 £	2010 £	2009 £	2009 £
Fixed Assets					
Investments	6		-	-	-
			<u>-</u>	<u>-</u>	<u>-</u>
Current Assets					
Cash at bank and in hand		203,652		235,253	
		<u>203,652</u>		<u>235,253</u>	
Creditors					
Amounts falling due within one year	7	<u>(5,699)</u>		<u>(5,520)</u>	
Net Current Assets			197,953		229,733
Total Net Assets			<u>197,953</u>		<u>229,733</u>
Income Reserves					
Unrestricted	8		197,953		229,733
Total Reserves			<u>197,953</u>		<u>229,733</u>

These accounts are prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

The accounts on pages 4 to 9 were approved by the Board on 24 July 2010 and were signed on its behalf by


G Dunning
Trustee

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
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Notes forming part of the financial statements for the year ended 31st March 2010

1 Principal Accounting Policies

Basis of preparation

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the "Statement of Recommended Practice (SORP), Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with use of resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out on the premises.

Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.

2. Investment income

	2010	2009
	£	£
Bank interest received	<u>408</u>	<u>6,972</u>

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
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Notes forming part of the financial statements for the year ended 31st March 2010

3. Total outgoing resources

	Direct Costs	Support Costs	Governance Costs	Total	Total
	2010	2010	2010	2010	2009
	£	£	£	£	£
Project Expenditure	25,000	-	-	25,000	231,420
Potfolio Management expenditure	-	-	-	-	666
Premises and office costs	-	-	803	803	893
Audit fees	-	-	1,010	1,010	861
Accountancy and professional fees	-	-	4,700	4,700	4,600
Miscellaneous	-	-	675	675	46
	<u>25,000</u>	<u>-</u>	<u>7,188</u>	<u>32,188</u>	<u>238,486</u>

Included within premises and office costs is an amount of £803 (2009 £893) in respect of indemnity insurance

4. Net outgoing (incoming) resources for the year

This is stated after charging

	2010 £	2009 £
Amounts payable to the auditors in respect of audit services	<u>940</u>	<u>940</u>

The trustees neither received nor waived emoluments during the year (2010 nil) No travel and subsistence expenses were reimbursed to any trustee (2009 nil)

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
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Notes forming part of the financial statements for the year ended 31st March 2010

5. Staff costs and numbers

Staff costs were as follows

	2010	2009
	£	£
Wages and salaries (including social security costs)	-	-
Other pension costs (Note 12)	-	-
	<u>-</u>	<u>-</u>

The average monthly number of employees during the year were categorised as follows

	2010	2009
Administration	-	-
Technical and Management	-	-
	<u>-</u>	<u>-</u>

No employee received emoluments exceeding £60,000 for the year (2009 None)

All directors are non-executive and none of them has received remuneration in the year All employees were transferred under TUPE to Skills for Logistics on 1st October 2003

6. Investments

	2010	2009
	£	£
Market value as at 1st April 2009	-	406,362
Additions	-	-
Disposals	-	(409,498)
Net investment gain (loss) (including movement in investment cash balances)	-	3,802
Investment Management Charge	-	(666)
	<u>-</u>	<u>-</u>
Market value at 31st March 2010	<u>-</u>	<u>-</u>
Historical cost at 31st March 2010	<u>-</u>	<u>-</u>

During July 2008 all existing investments in the Barclays UK Growth Portfolio were sold and funds invested in deposit account

7 Creditors: Amounts falling due within one year

	2010	2009
	£	£
Accruals	<u>5,520</u>	<u>5,520</u>

ROAD HAULAGE AND DISTRIBUTION TRAINING COUNCIL
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Notes forming part of the financial statements for the year ended 31st March 2010

8. Unrestricted Funds

	2010 £	2009 £
Balance at beginning of year	229,733	457,445
Net movement of funds	(31,780)	(227,712)
Balance at end of year	<u>197,953</u>	<u>229,733</u>

9. Capital Commitments

There were no capital commitments as at 31st March 2010

10. Contingent Liabilities

There were no contingent liabilities as at 31st March 2010

11. Guarantees

The liability of each member is limited

Every member of the company undertakes to contribute £1 to the assets of the company, in the event of it being wound up while he is a member, or within one year after he ceases to be a member

As at 31st March 2010, there were 3 Members (2009 3) of the Company These were the Road Haulage Association, the Freight Transport Association and the British Association of Removers

12. Pensions - Defined Benefit Scheme

The company operated a defined benefit pension scheme for the benefit of the employees The assets of the scheme were part of the ITB Pension Funds Open Fund, and were administered by its trustees in a fund independent from those of the company However, by 1st April 2005 all active members of the scheme had transferred into a section of the same scheme established by Skills for Logistics In both of the years ended 31st March 2004 and 2005, due to the central ITB Pension Fund having accumulated excess actuarial reserves, employer contributions to the Scheme were met from those reserves

The most recent actuarial valuation of the scheme was carried out as at 31st March 2004, and concluded that the overall scheme was in surplus, albeit less than at the previous valuation three years earlier The company's section of the scheme retained an estimated surplus of £126,383 Conversely, having been established as a new section only six months before this latest valuation, an estimated deficit of £38,154 was attributed to the Skills for Logistics section

With the approval of the trustees of both companies, and of the scheme itself, an agreement was entered into in July 2006 resulting in Skills for Logistics assuming RHDTC's residual liabilities to the scheme in return for inheriting RHDTC's share of the overall scheme surplus and a payment of £156,100

13. Related parties

There have been no related party transactions to be disclosed in the accounting year