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 2005

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COMPANIES HOUSE 07/07/05

Legal and Administration information

for the year ended 31st March 2005

Company Number:
2788160

Charity Registration Number:
1017372

Chief Executive Officer and Company Secretary:
Mr J Falkner

Trustees:
Mr R D King
Mr R D Syers
Mr R K Turner

Registered Office:
Roadway House
35 Monument Hill
Weybridge
Surrey
KT13 8RN

Auditors:
Keens Shay Keens
- Milton Keynes -
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
(A Company Limited by Guarantee)

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for the year ended 31st March 2005

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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.

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 2005.

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 1985, Financial Reporting Standards in so far as they are appropriate to the company, and with the Statement of Recommended Practice issued by the Charity Commission.

Objects of the Charity

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.

Development Activities and Achievement

As mentioned in last year's Trustees Report, the company's then on-going activities and commitments, together with the staff and fixed assets, were transferred with effect from 1 October 2003 to 'Skills for Logistics', a separate charitable company limited by guarantee which was subsequently licensed as the Sector Skills Council for the 'Freight Logistics' sector of UK industry. Since that date, RHDTC has provided long term loan finance to support the initial operations of the new company, but has otherwise remained dormant. However, proposals are now being considered under which the company would apply some of its funds to assist in the financing of initiatives to be carried out in schools by Skills for Logistics, aimed at improving the image of freight logistics as a career for school-leavers.

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.

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.

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.

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.

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, Milton Keynes, Chartered Accountants, have indicated that they are willing to be reappointed at the forthcoming Annual General Meeting.

By Order of the Board:

Roger King
Trustee
22nd June 2005

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

Auditors' Report to the Members

on the Accounts for the year ended 31st March 2005

We have audited the financial statements on pages 4 to 11, which have been prepared under the historical cost convention and the accounting policies set out on pages 6 - 7.

This report is made solely to the trustees, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the trustees 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 trustees as a body for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the trustees and auditors
The trustees' responsibility for preparing the Annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Governance and Internal Control in the Trustees Report.
Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

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 the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' transactions with the company is not disclosed.

We read other information contained in the Annual Report, and consider whether it is consistent with the audited financial statements. Our responsibilities do not extend to any other information.

Basis of Auditors' Opinion
We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes an independent 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 company'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 misstatement, whether caused by fraud, other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of the information in the financial statements.

Auditors' Opinion
In our opinion the financial statements give a true and fair view of the state of the charity's affairs as at 31st March 2005 and of the charity's income resources and resources expended, including its income and expenditure, for the year ended and have been properly prepared in accordance with the Companies Act 1985.

Keens Shay Keens
- Milton Keynes -
Chartered Accountants
and Registered Auditors
5/7/05

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

Statement of Financial Activities (including Income and Expenditure Account)
for the year ended 31st March 2005

	Note	Total 2005 £	Total 2004 £
Incoming Resources			
Activities to further the charity's objects:			
Project income		-	728,916
Investment income	2	23,709	11,268
Other incoming resources	3	62,347	100,130
Total incoming resources		86,056	840,314
Outgoing Resources			
Expenditure to further the charity's objects		-	646,018
Support costs		2,402	228,802
Management & administration		3,942	14,450
Total outgoing resources	4	6,344	889,270
Net incoming (outgoing) resources	5	79,712	(48,956)
Net gain/(loss) on investment assets		29,700	44,145
Net movement in funds		109,412	(4,811)
Fund balances brought forward		676,829	681,640
Fund balances carried forward		786,241	676,829

The main activity of the charity ceased on 30 September 2003.

All gains and losses recognised in the year are included above. The surplus for the year for Companies Act purposes comprises the net incoming resources for the year plus realised gains on investments and was £116,090 (2004: deficit £26,344).

The notes on pages 6 to 11 form part of these financial statements.

Balance Sheet as at 31st March 2005

	Notes	2005 £	2005 £	2004 £	2004 £
Fixed Assets					
Tangible fixed assets			-		-
Investments	7		351,670		314,962
			351,670		314,962
Current Assets					
Debtors due within one year	8	1,701		81,921	
Debtors due after one year	8	93,335		99,400	
Cash at bank and in hand		342,743		184,051	
		437,779		365,372	
Creditors					
Amounts falling due within one year	9	(3,208)		(3,505)	
Net Current Assets			434,571		361,867
Total Net Assets			786,241		676,829
Income Reserves					
Unrestricted	10		786,241		676,829
Designated	11		-		-
Total Reserves			786,241		676,829

These accounts are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

The accounts on pages 4 to 11 were approved by the Board on 22nd June 2005 and were signed on its behalf by:

Roger King
Trustee

Notes forming part of the financial statements for the year ended 31st March 2005

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 October 2000 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.
Management and administration costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

Tangible fixed assets and depreciation

All tangible fixed assets are capitalised at cost.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Motor vehicles	25% reducing balance
Furniture and equipment	25% straight line

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.

Contribution to Pension Funds

The pension costs charged against profits represent the amount of the contribution payable to the scheme in respect of the accounting period.

Notes forming part of the financial statements for the year ended 31st March 2005

Leased Assets

Assets held under finance leases and hire purchase contracts are capitalised in the Balance Sheet and depreciated over their expected useful lives. The interest element of leasing payments represents a constant proportion of the capital balance outstanding and is charged to the SOFA over the period of the lease.

All other leases are regarded as operating leases and the payments made under them are charged to the SOFA on a straight-line basis over the lease term.

2. Investment income

	2005 £	2004 £
Bank interest received	8,853	899
Loan interest received	5,907	3,628
Dividends received on fixed asset investments	7,671	6,622
Interest received on fixed asset investments	1,278	119
	23,709	11,268

3. Other incoming resources

	2005 £	2004 £
Sector Skills Council Development Grant	-	100,000
RTITB Services Limited (see note 17)	62,347	-
Miscellaneous income	-	130
	62,347	100,130

4. Total outgoing resources

	Direct Costs 2005 £	Support Costs 2005 £	Admin Costs 2005 £	Total 2005 £	Total 2004 £
Project expenditure		-	-	0	646,018
Staff costs & expenses	-		-	0	161,762
Premises and office costs	-	2,358	-	2,358	51,908
Travelling and motor expenses	-			0	8,735
Audit fees	-	-		0	2,500
Accountancy and professional fees	-	-	3,942	3,942	9,965
Depreciation	-		-	0	8,212
Loss on disposal of fixed assets	-	-	-	-	0
Miscellaneous	-	44	-	44	170
	0	2,402	3,942	6,344	889,270

Included within premises and office costs is an amount of £1,890 in respect of indemnity insurance.

Notes forming part of the financial statements for the year ended 31st March 2005

5. Net incoming (outgoing) resources for the year

This is stated after charging

	2005 £	2004 £
Amounts payable to the auditors in respect of audit services	-	2,500
Amounts payable to the auditors in respect of non-audit services	-	5,631
Depreciation - owned assets	-	8,212

The trustees neither received nor waived emoluments during the year (2004: nil). No travel and subsistence expenses were reimbursed to any trustee (2004 : £688 : two).

6. Staff costs and numbers

Staff costs were as follows:

	2005 £	2004 £
Wages and salaries (including social security costs)	-	161,298
Other pension costs	-	-
	-	161,298

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

	2005	2004
Administration	-	7
Technical and Management	-	4
	-	11

No employee received emoluments exceeding £50,000 for the year (2004 : 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.

7. Investments

	2005 £	2004 £
Market value as at 1st April 2004	314,962	267,260
Additions	402,900	126,084
Disposals	(388,611)	(125,298)
Net investment gain (including movement in investment cash balances)	22,419	46,916
Market value at 31st March 2005	351,670	314,962
Historical cost at 31st March 2005	358,060	316,278

Notes forming part of the financial statements for the year ended 31st March 2005

Listed investments are represented by:	**2005**	2004
	£	£
Fixed interest funds	-	28,668
UK Equity shares	-	204,435
Managed funds - UK	351,382	-
Managed funds - overseas	-	74,145
Cash	288	7,714
	351,670	314,962

During February 2005 all existing investments were sold and the proceeds reinvested in the Barclays UK Growth Portfolio.

8. Debtors	**2005**	2004
	£	£
Short term:		
Trade debtors	-	3,152
Other debtors	-	15,920
Amounts due from Skills for Logistics	-	62,849
Prepayments	1,701	-
Accrued income	-	-
	1,701	81,921
Long term:		
Loan to Skills for Logistics	93,335	99,400
	95,036	181,321

The loan to Skills for Logistics is unsecured and is repayable in instalments by 30th September 2008. Interest is payable on the balance remaining unpaid at the daily rate of 1% above the Bank of England base rate.

9. Creditors: Amounts falling due within one year	**2005**	2004
	£	£
Accruals	3,208	3,505

10. Unrestricted Funds

	2005	2004
	£	£
Balance at beginning of year	676,829	356,030
Net movement of funds	109,412	(4,811)
Transfer from/(to) designated funds	-	325,610
Balance at end of year	786,241	676,829

Notes forming part of the financial statements for the year ended 31st March 2005

11. Designated Funds

	2005 £	2004 £
Balance at beginning of year	-	325,610
Transfer (to)/from unrestricted funds	-	(325,610)
Balance at end of year	-	-

Unrestricted funds were designated to cover any possibility of a significant drop in project income, but such designation is no longer considered necessary as the company is not currently trading.

12. Capital Commitments

There were no capital commitments as at 31st March 2005.

13. Commitments under operating leases

At 31st March 2005, there were annual commitments under operating leases as set out below:

	2005 £	2004 £
Land and buildings - less than 1 year	6,057	-
Land and buildings - within 2 to 5 years	-	36,848
	6,057	36,848

14. Contingent Liabilities

There were no contingent liabilities as at 31st March 2005.

15. 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 2005, there were 3 Members (2004: 3) of the Company. These were the Road Haulage Association, the Freight Transport Association and the British Association of Removers.

Notes forming part of the financial statements for the year ended 31st March 2005

16. Pensions - Defined Benefit Scheme

The company operates a defined benefit pension scheme for the benefit of the employees. The assets of the scheme are part of the ITB Pension Funds Open Fund, and are 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 trustess of both companies, and of the scheme itself, an agreement is being entered into which will result in Skills for Logistics assuming RHDTC's residual liabilities to the scheme in return for inheriting RHDTC's share of the overall scheme surplus.

17. Unsecured debtor

The Council had a five year contract (commencing 1st April 1998) with RTITB Services Limited ("RTITB") whereby RTITB provided an annual grant of £160,000 to assist the Council in setting, monitoring and maintaining occupational standards within the road transport industry.

On 22nd April 1998 RTITB Services Limited was placed in administration by the High Court, and contractual payments to the Council were suspended.

The Council was listed among the unsecured creditors of RTITB Services Limited (in administration). Payments representing 95.65p in the pound had been received to 31st March 2005, but no further payments are anticipated.

18. Related parties

Other than referred to in notes 8 and 16, and as described in the Trustees Report, there are no further related party transactions to be disclosed.