

Companies House
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THE INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY

OF THE UNITED KINGDOM

(MEMBERSHIP FUND)

(A COMPANY LIMITED BY GUARANTEE)

COMPANY REGISTRATION NO: 930776

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30th SEPTEMBER 2002



THE INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY

OF THE UNITED KINGDOM

(MEMBERSHIP FUND)

DIRECTORS' REPORT

FOR THE YEAR ENDED 30TH SEPTEMBER 2002

FINANCIAL STATEMENTS

The directors present their report and financial statements for the year ended 30th September 2002.

PRINCIPAL ACTIVITY

The company is a non-profit making organisation whose principal activity is that of a professional qualifying body which regulates membership standards for food scientists and technologists and provides member services, primarily technical information. The company donates surplus funds to the Institute of Food Science and Technology (Trust Fund) to help it achieve its goals of advancing education in food science and technology for the benefit of the public.

RESULTS FOR THE YEAR

The results for the year are set out on page 5. The directors approved the transfer of £4,000 from the company reserves into a designated fund for the legal costs associated with its aims to seek a Royal Charter.

FIXED ASSETS

Movements in fixed assets are shown in Note 4 to the financial statements.

DIRECTORS

The Council members, being directors for the purposes of the Companies Act 1985, who served during the year, are listed on page 3.

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 surplus or deficit of the company for the period. In preparing those financial statements, the directors 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 INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY

OF THE UNITED KINGDOM

(MEMBERSHIP FUND)

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 30TH SEPTEMBER 2002

STATEMENT OF DIRECTORS' RESPONSIBILITIES (CONTINUED)

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 and other irregularities.

The directors received no remuneration for their services to the Institute during the year.

TAX STATUS

The company is a mutual trading company for corporation tax purposes and is not liable to corporation tax on trading income arising from its members.

This report was approved by the Council on 16th January 2003.



H.G. Wild
(Chief Executive)

THE INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY
OF THE UNITED KINGDOM
(MEMBERSHIP FUND)
COMPOSITION OF COUNCIL
YEAR TO 30TH SEPTEMBER 2002

President:	P J Lillford
Vice Presidents:	P S Belton D A Ledward (appointed 11 th April 2002) S Roller (retired 11 th April 2002) T G Toomey
Immediate Past President:	R B Ratcliffe
Honorary Secretary:	D Simpson
Honorary Treasurer:	E J Filmore (appointed 11 th April 2002) A R Kent (retired 11 th April 2002)
Ordinary Members:	G P Archer J R Blanchfield R G Bowman H E Bryan F L Davies C Dennis P J Fryer (retired 11 th April 2002) L V Guevara D Howling (retired 11 th April 2002) P P J Johnston C J H Marchment R J Marshall E Miles-Langley (resigned 10 th August 2002) S D Musgrove R K Pawsey (appointed 30 th January 2002) J Pearce (retired 11 th April 2002) D A Rosie W L Rotheron S R Tomlinson A West R A Wilbey B J B Wood

INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF
THE INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY
OF THE UNITED KINGDOM
(MEMBERSHIP FUND)

We have audited the financial statements of The Institute of Food Science and Technology of the United Kingdom for the year ended 30th September, 2002, which comprise the profit and loss account, balance sheet and related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND AUDITORS

As described in the Statement of Directors' Responsibilities, the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

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 Directors' 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 directors' remuneration and transactions with the company is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent mis-statements within it.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with United Kingdom 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 mis-statement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 30th September 2002 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



153-155 London Road
Hemel Hempstead
Herts HP3 9SQ

Knox Cropper
Chartered Accountants
Registered Auditors

16th January 2003.

THE INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY OF THE UNITED KINGDOM**(MEMBERSHIP FUND)****INCOME AND EXPENDITURE ACCOUNT****FOR THE YEAR ENDED 30TH SEPTEMBER 2002**

	<u>Notes</u>	<u>2002</u>		<u>2001</u>	
		£	£	£	£
INCOME					
Subscriptions received	1(c)	190,369		207,084	
Keynote		4,820		6,903	
Branch income		1,976		4,006	
Consultancy list		5,384		5,998	
Interest		3,071		4,928	
Sundry income		2,532		4,487	
			208,152		233,406
EXPENDITURE					
Employment costs	3(b)	76,219		62,491	
Office expenses		44,029		39,481	
Members' costs		60,225		75,939	
Professional fees		9,434		9,332	
Branch expenditure		2,839		4,798	
Donations to IFST Trust Fund		12,000		10,000	
			(204,746)		(202,041)
EXCESS OF INCOME OVER EXPENDITURE					
	2		3,406		31,365
Accumulated Fund brought forward			40,564		13,199
Transfer to Royal Charter Fund			(4,000)		(4,000)
ACCUMULATED FUND CARRIED FORWARD					
			£39,970		£40,564

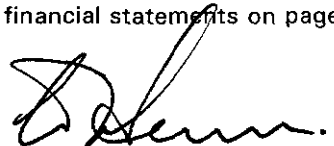
None of the company's activities were acquired or discontinued in the above two financial years.

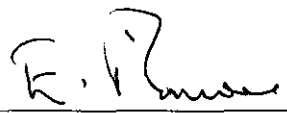
All recognised gains and losses are disclosed in the Income and Expenditure Account.

INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY OF THE UNITED KINGDOM**(MEMBERSHIP FUND)****BALANCE SHEET****AS AT 30TH SEPTEMBER 2002**

	<u>Notes</u>	<u>2002</u>	<u>2001</u>
		£	£
FIXED ASSETS			
Tangible assets	4	2,321	2,415
CURRENT ASSETS			
Debtors and prepayments	5	3,698	9,590
Cash at bank and in hand		135,975	153,235
		-----	-----
		139,673	162,825
CREDITORS: Amounts falling due within one year	6	(92,024)	(118,676)
		-----	-----
NET CURRENT ASSETS		47,649	44,149
TOTAL ASSETS LESS CURRENT LIABILITIES		-----	-----
		£49,970	£46,564
		=====	=====
RESERVES	10		
Accumulated Fund		39,970	40,564
Royal Charter Fund		10,000	6,000
		-----	-----
		£49,970	£46,564
		=====	=====

The financial statements on pages 5 to 10 were approved by the directors on 16th January 2003.

 (Director) PROF C DENNIS

 (Director) DR E J FILMORE

THE INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY OF THE UNITED KINGDOM

(MEMBERSHIP FUND)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30TH SEPTEMBER 2002

1. ACCOUNTING POLICIES

(a) Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards.

(b) Tangible fixed assets and depreciation

Depreciation is provided on tangible fixed assets at rates calculated to write the assets down to their residual values over their estimated useful lives as follows:-

Fixtures, fittings and equipment	15% on a straight line basis
Computer equipment	25% on a straight line basis

(c) Subscriptions received

Subscriptions received comprise all amounts received in respect of the current year's accounts, together with any amounts in arrears received during the year in respect of earlier periods.

(d) Pension scheme

The company participates in the Universities Superannuation Scheme, a defined benefit scheme which is externally funded and contracted out of the State Earnings-Related Pension Scheme. The fund is valued every three years by a professionally qualified independent actuary using the projected unit method, the rates of contribution payable being determined by the trustees on the advice of the actuary. In the intervening years, the actuary reviews the progress of the scheme. Pension costs are assessed in accordance with the advice of the actuary, based on the latest actuarial valuation of the scheme, and are accounted for on the basis of charging the cost of providing pensions over the period during which the company benefits from the employees' services.

(e) The company has taken advantage of the exemption conferred by Financial Reporting Standard No. 1, under which it is not required to produce a Cash Flow Statement.

2. EXCESS OF INCOME OVER EXPENDITURE

	<u>2002</u>	<u>2001</u>
	£	£
The excess of income over expenditure has been arrived at after charging:-		
Depreciation	1,797	1,970
Auditors' remuneration	3,570	3,400

THE INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY OF THE UNITED KINGDOM

(MEMBERSHIP FUND)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30TH SEPTEMBER 2002

3. INFORMATION REGARDING EMPLOYEES	2002	2001
(a) Number of employees		
The average number of persons employed by the company during the year was:		
	No.	No.
Administration	5	5
	<hr/>	<hr/>
	£	£
(b) Employment costs		
Salaries and wages	64,979	52,432
Social security costs	5,159	4,619
Pension costs	6,081	5,440
	<hr/>	<hr/>
	£76,219	£62,491
	<hr/>	<hr/>

No Council member, being director for the purposes of the Companies Act 1985, received remuneration in respect of services to the Institute during the year.

4. TANGIBLE FIXED ASSETS

	Computer	Fixtures, fittings and equipment	Total
	£	£	£
Cost			
As at 1st October 2001	40,587	587	41,174
Additions	1,703	-	1,703
	<hr/>	<hr/>	<hr/>
As at 30th September 2002	£42,290	£587	£42,877
	<hr/>	<hr/>	<hr/>
Accumulated depreciation			
1st October 2001	38,172	587	38,759
Charge for the year	1,797	-	1,797
	<hr/>	<hr/>	<hr/>
30th September 2002	£39,969	£587	£40,556
	<hr/>	<hr/>	<hr/>
Net book value			
30th September 2002	£2,321	£-	£2,321
	<hr/>	<hr/>	<hr/>
30th September 2001	£2,415	£-	£2,415
	<hr/>	<hr/>	<hr/>

THE INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY OF THE UNITED KINGDOM

(MEMBERSHIP FUND)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30TH SEPTEMBER 2002

9. PENSION COSTS (Continued)

At the date of the last actuarial valuation, which was carried out using the project unit method, the market value of the assets of the scheme was £18,870 million (including an estimated £55 million in respect of bulk transfer payments due) and the value of the past service liabilities was £17,427. The assets therefore were sufficient to cover 108% of the benefits which had accrued to members after allowing for expected future increases in earnings.

The total pension cost for the company was £6,081 (2001: £5,440). The contribution rate payable by the company was 14% of pensionable salaries. The auditors and actuary to the Universities Superannuation Scheme have confirmed that it is appropriate to take the pensions costs in the company's accounts to be equal to the actual contributions paid during the year. In particular, the contribution rate recommended following the 1999 valuation has regard to the surplus disclosed, the benefit improvements introduced subsequent to the valuation and the need to spread the surplus in a prudent manner over the future working lifetime of current scheme members.

10. RESERVES

	Royal Charter	Accumulated Fund	Total
	£	£	£
At 1 st October 2001	6,000	40,564	46,564
Transfers between funds	4,000	(4,000)	-
Surplus for year	-	3,406	3,406
At 30 th September 2002	<u>£10,000</u>	<u>£39,970</u>	<u>£49,970</u>