

THE PRE-RETIREMENT ASSOCIATION
(Limited by guarantee and operating as Life Academy)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2011

Company Number: 2194800
Charity Number: 801246

CMB Partnership
Chartered Accountants
Chapel House
1 Chapel Street
Guildford
Surrey GU1 3UH

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THE PRE-RETIREMENT ASSOCIATION

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ENDED 31 MARCH 2011

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THE PRE-RETIREMENT ASSOCIATION

Legal and Administrative Information

BOARD OF TRUSTEES

A M Pickering, CBE (Chairman)
S H C Baynes
A J Bennet
R H Bridges
R Collinge
T B J Crossley (resigned 20 10 10)
A J Munro
J Parkinson (appointed 31 01 11)
P J Scales, OBE
T H Taylor
T M Yudin

SECRETARY

S N Martin, RD

CHIEF EXECUTIVE

G S Royston

REGISTERED OFFICE

9 Chesham Road
GUILDFORD
Surrey GU1 3LS

AUDITORS

Russell Brown – Senior Statutory Auditor
C M B Partnership
Statutory Auditors
Chapel House
1 Chapel Street
GUILDFORD
Surrey GU1 3UH

SOLICITORS

Thomas Eggar
76 Shoe Lane
LONDON EC4A 3JB

BANKERS

HSBC
12A North Street
GUILDFORD
Surrey GU1 4AF

THE PRE-RETIREMENT ASSOCIATION

STANDING COMMITTEE

PROFESSIONAL INSTITUTE BOARD

W Tyler (Chair)
M Bloomfield
P M Cattley
H D Gilbert
B King
W J Koch
A M Pickering
Dr C H A Syms
A Withnall

THE PRE-RETIREMENT ASSOCIATION

REPORT OF THE TRUSTEES

The Trustees present their report and the audited financial statements for the charity for the year ended 31 March 2011

CONSTITUTION

The Pre-Retirement Association (PRA) is a registered charity under the Charities Act 1993 and a company limited by guarantee. It is governed by its Memorandum and Articles of Association. Charity registration number 801246. Company registration number 2194800.

In November 2005 the charity adopted the working title of 'Life Academy'.

On a winding up of the company, every member of the company can be required to contribute an amount not exceeding £1.

Legal and administrative information set out on pages 1 and 2 form part of this report. The financial statements comply with current statutory requirements and with the requirements of the Memorandum and Articles of Association of the charity. The Trustees have adopted the provisions set forth in the Statement of Recommended Practice for Charities (SORP 2005) issued in March 2005.

OBJECT OF THE CHARITY

The principal object of the charity is the provision of education, planning and support services for those preparing for retirement from full time employment or who are no longer in regular employment and to act as the national focus for the development of this pre-retirement education and life planning work.

ORGANISATION

A Board of Trustees, of up to twelve members, meets quarterly to administer the charity. The Board approved the strategic direction and vision for the charity. The Board also approves the annual Budget and activities for the coming year and receives a quarterly report on performance and achievements. The Board determines the financial strategy and takes major financial decisions. A Chief Executive is appointed by the Trustees to manage the operations of the charity.

APPOINTMENT OF TRUSTEES

The Board of Trustees is responsible for the appointment of new Trustees. The Board identifies the knowledge and experience required of a new Trustee and makes an appropriate search for an appropriate individual who meets the criteria. The person identified joins the Board at the invitation of the Board of Trustees and submits himself/herself for election by the members at the next Annual General Meeting. During the year the Board of Trustees invited Ms Jan Parkinson to join the Board and she will submit herself for election at the Annual General Meeting.

THE PRE-RETIREMENT ASSOCIATION

REPORT OF THE TRUSTEES

INVESTMENT POWERS

Under the Memorandum of Association, the Board of Trustees has power to make investments as may be thought fit, subject to conditions laid down by law. The Endowment Fund investment was made in compliance with the donor's wishes and will not be varied unless very strong reasons to change were to prevail.

RELATED PARTNERS

There are a number of affiliated Local Associations, who are members of the Association. They are independent organisations governed by their own constitutions. During the year the charity was an Associated Institution of the University of Surrey. The University validated some of the charity's educational courses. In February 2010 Kingston University accredited our MSc programme as part of our planned transfer of accreditation from University of Surrey to Kingston University. The accreditation by University of Surrey expired on 31 August 2010. The charity is in receipt of funding from the Department for Business, Innovation and Skills to raise and maintain standards in life and retirement planning.

OBJECTIVES AND ACTIVITIES; ACHIEVEMENTS AND PERFORMANCE

Retirement, pensions and the social and economic context of older people are changing rapidly. Rarely are pensions and retirement out of the public spotlight and hardly a month passes without a survey reporting that many people are preparing inadequately. The 'baby boomer' generation is seeking an active retirement and yet we are beset with a current generation of pensioners that has far too many living in poverty and an upcoming generation that is preparing inadequately. Those planning and preparing for their retirement have more personal responsibility thrust upon them as they grapple with the implications of longevity, more complex pension and financial arrangements in which they will have to juggle their assets and income to meet their changing needs, and work without a national retirement age.

The Trustees continue to believe that the need for the provision of education, planning and support services for those facing transitions in their life course and planning for their retirement has never been greater and that the charity has knowledge and expertise that should be made available to the widest possible audience. The desire to serve as many people as possible from all sections of society has been a driving force for the Trustees and raising the profile and brand awareness of the charity have been important elements to grow our activities. It was against this aspiration that the Trustees commenced their strategic review in January 2010. In 2009/10 we had felt the wind of recession and the tightening of the public finances. The challenge was to plot a strategy that provided an opportunity for growth in our activities despite the cut in public spending, ensured the most disadvantaged in society could benefit from the Life Academy expertise, and was financially sustainable. The sub group of Trustees who volunteered to consider our strategic options reviewed a number of options. They identified that the ad hoc work we were doing in collaboration with Oddfellows offered the prospect of adding value to Life Academy and Oddfellows and helping both organisations to grow our activities.

THE PRE-RETIREMENT ASSOCIATION

REPORT OF THE TRUSTEES

The sub group of Trustees met some of the Oddfellows Directors in June 2010. At this meeting it was agreed the chief executives should prepare a joint business plan and in September 2010 the Boards of Life Academy and Oddfellows both agreed the joint business plan. This will provide a strategic platform as we go forward and already we have started to see the benefits. Through this joint business plan we are able to offer large organisations, pension funds and trade associations a one stop shop of education and support under the Holistic Retirement Solutions service.

During the year we continued to deliver the post graduate programme in Life and Retirement Planning and we were grateful to the Department for Business, Innovation, and Skills for their continued support. We also delivered open and in-house pre-retirement and retirement planning courses. In addition to meeting the needs of our own expanding client base we worked in partnership with Friends Provident, Standard Life, Punter Southall, Aon Consulting, AXA and Farnham Castle. We were pleased to extend our relationship to include Mercer who are to introduce a programme of seminars in 2011/12.

We were also able to help the Department of Business, Innovation and Skills, and the Insolvency Service with major voluntary redundancy programmes. We worked closely with them to design and deliver programmes of short courses and workshops for staff facing early retirement or severance. During the final quarter of the financial year we were able to help an increasing number of staff taking early retirement in a number of government departments.

In the quarter ending 31 December 2010 the activity level for our short courses was at the highest level on record and in the final quarter this level was doubled. All this resulted in income from our short courses over the year increasing by almost 50%.

The on line pre-retirement course has been taken by employers in the public, private, voluntary and university sectors. It forms a cornerstone of the Holistic Retirement Solutions offer.

Our work with Careers Development Group under their flexible New Deal contract continued. We were able to enhance the resilience, self esteem and self confidence of long term unemployed adults so that they were better able to approach the labour market. We approached and were included in proposals from some of the prime contractors shortlisted for the DWP Work Programme. We have been selected as a specialist sub contractor to Maximus in London and expect to provide workshops from 2011.

The small European Social Fund Project in Poland in which we are injecting our knowledge of the difficulties faced by unemployed people aged 50+ in finding work and how they can be more effectively helped to approach the labour market commenced in 2010. Life Academy is included in a Grundtvig bid led by another Polish organisation that, if successful, will commence in Autumn 2011 with the objective of promoting non traditional working options.

We received approaches to help an Italian organisation introduce retirement preparation in Italy, and a second approach use Learn About Money as the basis of a financial education programme. We will explore these options in 2011 with a view to submitting European funding bids.

THE PRE-RETIREMENT ASSOCIATION

REPORT OF THE TRUSTEES

We completed the research and development of a financial education programme for those using personal budgets. We were grateful for the assistance of social services professional in the Royal Borough of Kensington and Chelsea. The workbook, along with some of our other financial education workbooks for the disadvantaged are available for download from our web site.

In November 2010 the project on which we had been working with Standard Life came to fruition with the publication of the 'Everyone needs a plan' report. The research for the report illustrated that within two generations attitudes to finance and planning for the future had totally changed. The Standard Life Chief Executive opened the report by identifying that the UK consumer was in the eye of a perfect financial and demographic storm. The report also recognised that there was a fresh desire to grasp the issue of savings, longevity, pensions, inter generational conflict and that things could not continue as they were. The report set out how Government, employers and the financial service industry could play their part in providing help to people of all walks of life and at different life stages. On its part, Life Academy recognises that financial planning and life planning go hand and hand and that for most people the key to financial wellbeing is to have 'A Financial Life Plan' – a blueprint for the type of financial actions that need to be considered at each life stage. Accordingly Life Academy produced a financial life plan template to provide a journey planner to help individuals as they plan for the future.

We were also pleased to be able to run a Positive Health Programme for cancer patients at the Harry Edwards Health Sanctuary. The Harry Edwards Health Sanctuary provided a residential opportunity that was also able to include carers of the patients. The programme was redesigned to take account of the resources available at the Harry Edward Health Sanctuary and the inclusion of carers, it was extremely well received.

All our work is underpinned by the knowledge our professional members gained from the post graduate programme. In September 2010 we completed the transfer from the University of Surrey to Kingston University. We are grateful to the University of Surrey for all the support they have provided over the years and look forward to a new and positive partnership with Kingston University.

RISK MANAGEMENT

The Board of Trustees undertakes periodic reviews of the major risks which face the charity. A major part of the General Fund is required to finance the premises from which the charity conducts its affairs, so the level of its remaining free General Funds calls for regular review. A major source of its funds is from the Department for Business, Innovation and Skills for the training and development activities, this grant is subject to a review by them each year.

FINANCIAL REPORT FOR THE YEAR

The financial outcome for the year reflected the transition that we are having to navigate. In 2010 we reported that we had faced some recessionary headwinds and had started to feel the impact of tighter Government spending. 2010/11 was the first year since 2005 that Life Academy received no Government project funding. One response to this challenge was to reduce expenditure in Guildford. However, the aspiration of the Trustees is to make the knowledge and expertise that is available in the Life Academy family more widely available, particularly at a time when the need has never been greater.

THE PRE-RETIREMENT ASSOCIATION

REPORT OF THE TRUSTEES

We, therefore, set about making good the loss of Government project income. Income from our short courses increased significantly, we received the first income from the on line pre-retirement course and experienced the first benefits flowing from the joint business plan with Oddfellows. The overall outcome was a small reduction in total income compared to the previous year but a lower deficit so that on its operations the charity was again broadly cash neutral.

RESERVES POLICY

The Board of Trustees has reviewed its policy on reserves to be held. As the mortgage on the Guildford property continues to be repaid so the equity in the building increases. This is an important asset which could be used to fund activities. The General Reserve was not large enough to provide a strategic reserve for the charity and so during the year the Trustees decided to take advantage of the rise in the stock market and realise the General Reserve so that it was available to increase our working capital. The Endowment Fund continues to be invested in accordance with Professor Alastair Heron's wishes.

TRUSTEES

The directors of the Charitable Company are its Trustees for the purpose of Charity Law. The Trustees Report is therefore also a Directors Report under Section 417 of the Companies Act 2006. If continuing in office, the Trustees come forward every third year for re-election at the Annual General Meeting. New trustees are nominated by the existing Board of Trustees, though there is a right for two members of the Association to propose a person as a Trustee, having given due notice thereof.

The members of the Board of Trustees for the period under review are listed on Page 2 of these Financial Statements.

The Trustees retiring by rotation are Mr R Collinge, Mr P Scales and Mr T Taylor who, being eligible, offer themselves for re-election. Mr T Crossley resigned during the year. Ms J Parkinson also offers herself for election.

The Trustees received no remuneration other than expenses incurred on the business of the Charity. Expenses reimbursed to Trustees are reported in Note 4 to the accompanying Financial Statement.

RESPONSIBILITIES OF THE TRUSTEES

The Charity's Trustees are responsible for preparing the Annual Report and financial Statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

THE PRE-RETIREMENT ASSOCIATION

Company number: 2194800

REPORT OF THE TRUSTEES

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 Company and its financial activities for that period. In preparing financial statements, the Trustees 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 and statement of recommended practice have been followed subject to any material departures disclosed and explained in the accounts,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in operation

The Trustees 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 2006. They are responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PUBLIC BENEFIT STATEMENT

The Trustees are satisfied that they have complied with the duty in section 4 of the Charities Act 2006 to have regard to the public benefit guidance published by the Charity Commission.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

The Trustees confirm that so far as they are aware, there is no relevant audit information of which the Charity's auditors are unaware. They have taken all the steps they ought to have taken as Trustees to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

AUDITORS

The auditors, C M B Partnership, Chartered Accountants, will be proposed for re-appointment in accordance with the Companies Act 2006.

The financial statements have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

Approved on behalf of the Board


S N Martin
Secretary

Date 10 August 2011

THE PRE-RETIREMENT ASSOCIATION

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE PRE-RETIREMENT ASSOCIATION

We have audited the financial statements of The Pre-Retirement Association for the year ended 31 March 2011 on pages 12 to 21. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's members, as a body, in accordance with Sections 495 and 496 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity'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 responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The trustees (who are also the directors of The Pre-Retirement Association for the purpose of company law) responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law, 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, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006. We also report to you if, in our opinion, the Trustees' Annual Report is consistent with the 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 of the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read other information contained in the Trustees' Annual Report, and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

THE PRE-RETIREMENT ASSOCIATION

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE PRE-RETIREMENT ASSOCIATION (Continued)

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 judgments 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 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 information in the financial statements.

Opinion

In our opinion

- the financial statements give a true and fair view of the state of the charity's affairs as at 31 March 2011 and of its incoming resources and application of resources, including its income and expenditure for the year then ended,
- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been properly prepared in accordance with the Companies Act 2006, and
- the information given in the Trustees' Annual Report is consistent with the financial statements



Russell Brown - Senior Statutory Auditor
For and on behalf of CMB Partnership - Statutory Auditors
Chapel House
1 Chapel Street
Guildford
Surrey GU1 3UH

Date 10 August 2011

THE PRE-RETIREMENT ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2011

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Total Funds 2011 £	Total Funds 2010 £
INCOMING RESOURCES						
Voluntary income						
Training and Development						
-Government Grants		0	78 000	0	78,000	78,000
General Donations		0	0	0	0	216
Incoming resources from charitable activities						
Training courses, projects and other income		296 196	0	0	296,196	312,412
Investment Income		304	0	325	629	1,401
Total incoming resources	2	296,500	78 000	325	374,825	392,029
RESOURCES EXPENDED						
Charitable activities						
-Training courses and projects		143,535	78,000	0	221 535	242,454
-Support costs		106 569	0	0	106,569	110,654
Governance costs		56,088	0	0	56 088	55 102
Total resources expended	3	306,192	78 000	0	384,192	408,210
Net income /(expenditure) for the year		-9,692	0	325	-9,367	-16,181
Other recognised gains/(losses)						
Unrealised gains /(losses)	9	0	0	2,500	2 500	13,839
Realised gains/(losses)		-782	0	-201	-983	0
Net incoming /(outgoing) resources for the year before transfers		-10,474	0	2 624	-7 850	-2,342
Transfers between funds	16	0	0	0	0	0
Net incoming /(outgoing) resources for the year after transfers		-10,474	0	2,624	-7,850	-2,342
Fund balances brought forward at 1st April		160,901	0	22 877	183 778	186,120
Fund balances carried forward at 31st March	16 & 17	150 427	0	25,501	175,928	183,778

The Statement of Financial Activities gives the equivalent information to an Income and Expenditure Account and, accordingly, no separate Income and Expenditure Account has been produced

All the Incoming Resources and Resources Expended were from continuing operations

The Chanty has no recognised gains and losses other than those dealt within the Statement of Financial Activities

The notes on pages 14 to 21 form part of these financial statements

THE PRE-RETIREMENT ASSOCIATION

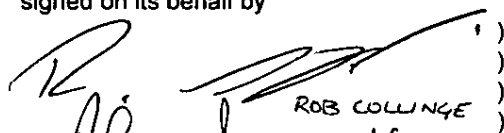
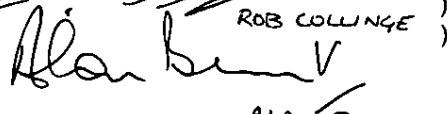
Company number: 2194800

BALANCE SHEET AS AT 31 MARCH 2011

	Notes	2011 £	2010 £
FIXED ASSETS			
Intangible assets	7	0	5,337
Tangible assets	8	317,493	317,882
Investments	9	23,078	45,650
		<u>340,571</u>	<u>368,869</u>
CURRENT ASSETS			
Debtors	11	82,727	58,308
Short term deposits		142	142
Cash at bank and in hand		57,273	15,913
		<u>140,142</u>	<u>74,363</u>
CURRENT LIABILITIES			
Creditors Amounts falling due within one year	12	-160,003	-101,437
NET CURRENT (LIABILITIES)/ASSETS		<u>-19,861</u>	<u>-27,074</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>320,710</u>	<u>341,795</u>
Creditors Amounts falling due after more than one year	14	-144,782	-158,017
NET ASSETS		<u>175,928</u>	<u>183,778</u>
<u>FUNDS</u>			
Unrestricted funds			
Designated Fund - Revaluation Reserve		158,600	158,600
Designated Fund - Fixed Assets		1,256	-5,787
General Fund		-9,429	8,088
	16	<u>150,427</u>	<u>160,901</u>
Restricted Funds	16	0	0
Expendable Endowment Fund	16	25,501	22,877
TOTAL FUNDS	17	<u>175,928</u>	<u>183,778</u>

The financial statements have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies

The financial statements were approved
by the Board of Trustees on 10 August 2011 and
signed on its behalf by


 ROB COLLINGE

 ALAN BENNET

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

1 ACCOUNTING POLICIES

1.1 BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention as modified to include the revaluation of freehold property and investments. Freehold property is now shown at valuation as the Trustees consider that this reflects the current value of the property. The accounts are prepared in accordance with the Statement of Recommended Practice for Charities (SORP 2005) issued in March 2005 and the Companies Act 2006.

1.2 FUNDS

The PRA received grants towards specific courses and projects which are treated as restricted funds.

The PRA received a donation from Professor Alastair Heron, which now forms the Expendable Endowment "Alastair Heron Research Fund". The donation of £20,000 is held in the F & C Stewardship Growth Accumulation Fund and the Trustees may from time to time realise amounts from income or gains in the valuation of the units, to fund the participation of the PRA in research projects which are not otherwise fully funded. In the year to 31 March 2011, an amount of £6,000 was raised from the part disposal of investments as reported in the previous year's accounts. After investment income of £325 and unrealised gains of £2,500, the balance carried forward on the fund was £25,501.

In accordance with the latest SORP, the balance held in General Funds, is subdivided as follows -

1 Designated Reserve - Fixed Assets and Revaluation. This is comprised of the net book value based on historic costs of the intangible and tangible assets, held in goodwill, re-branding costs, property and equipment. The property is shown at the revaluation less the total sum outstanding at the balance sheet date on the mortgage for the property. The surplus on revaluation is shown in the Revaluation Reserve.

2 General fund. This being the remainder of that fund that has not been utilised for the designated reserve.

The PRA reviews all incoming resources to determine whether any funds should be treated as restricted.

1.3 INCOMING RESOURCES

Grants are received from Government departments to provide funds for specific purposes and projects. These are accounted for on an accruals basis.

Donations represent income for specific projects and general purposes. This is accounted for on a received basis.

Incoming resources from training courses, projects and the sale of publications is accounted for on an accruals basis.

Annual income on licence fees for the use of our materials is recognised immediately when invoiced, as this reflects the up front work and benefit to the client from the outset.

Subscriptions from members are accounted for on an accruals basis.

Any income received in advance is shown within deferred income.

Investment income represents interest received on cash held on deposit and dividends receivable, including recoverable Income Tax on listed investments. This is accounted for on a receivable basis.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

1 ACCOUNTING POLICIES - continued

1.4 RESOURCES EXPENDED

Costs expended on Charitable activities is analysed as follows

- 1 Training courses and projects, represents the direct costs incurred on running the courses and projects and is accounted for on an accruals basis
- 2 Support costs, representing the cost of the staff supporting the work on training courses and projects, together with the related costs of accommodation and services. Where costs need to be allocated between 'Support' and 'Governance costs' it has been done on the basis of the respective estimated staff time. Support costs allocated to restricted funds has been done in accordance with the terms agreed with the provider of the funds. The expenditure is accounted for on an accruals basis
- 3 Governance costs, represents those costs which can be directly related thereto, together with its share of allocated costs on the basis explained above. The expenditure is accounted for on an accruals basis

1.5 INTANGIBLE FIXED ASSETS -

Re-branding

In 2005 the Board of Trustees felt that the current name did not fairly represent the wide range of activities carried out by the Pre-Retirement Association. Approval was given to appoint a firm of marketing consultants to recommend a name more in accordance with the range of activities and to produce a new logo and design templates. The re-branding costs of £53,395 incurred during the year ended 31 March 2006 also included legal costs to protect the title and the design costs of a web site in the new brand. The Trustees agreed to write off the total cost over five years.

1.6 TANGIBLE FIXED ASSETS

The freehold premises is shown at valuation following a professional valuation given in July 2006 with an estimated market value of £315,000. Other fixed assets are shown at cost less accumulated depreciation.

1.7 DEPRECIATION

Depreciation is charged at the following rates -

Freehold land and buildings	no charge
Computer equipment	25% and 33% on a straight line basis
Other plant and equipment	10% on a straight line basis

1.8 PENSIONS

The company operates a defined contribution scheme. Contributions are charged on an accruals basis.

1.9 UNPAID VOLUNTEERS

The Trustees were all unpaid for their time on PRA's affairs during the year. The Statement of Financial Activities does not include any notional value for their services.

1.10 INDEMNITY INSURANCE

The PRA has a 'Professional Indemnity' insurance policy which covers trustees, permanent staff, temporary staff and invited speakers in connection with speeches delivered at a meeting or function organised by the PRA. It further covers speakers of the PRA in connection with speeches delivered at a meeting or function not organised by the PRA. It is the firm and clear policy of the PRA not to provide financial advice. The cost of the policy for the year 2011 was £789 (2010 £731).

1.11 INVESTMENTS

The investments are those listed on the UK Stock Exchange and are stated at their market value. Any change in the market value within the year is included within unrealised gains or losses on investments.

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

2 INCOMING RESOURCES

	2011 £	2010 £
2.1 Restricted Funds		
The following Grants, Donations and Other Income were received during the year		
Department for Business, Innovation and Skills	78,000	78,000
	<u>78,000</u>	<u>78,000</u>
2.2 Unrestricted Funds		
The Income for the year on unrestricted fund was		
Training courses	186,315	123,809
Projects	99,731	171,047
Publications	2,698	9,096
Subscriptions	7,452	8,460
Sundries	0	0
	<u>296,196</u>	<u>312,412</u>
2.3 Investment Income		
Interest receivable	0	349
Dividends received from Unit Trusts	629	1,052
	<u>629</u>	<u>1,401</u>
The investment income comprised		
Endowment Fund - A Heron	325	437
General Fund	304	964
	<u>629</u>	<u>1,401</u>

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

3 RESOURCES EXPENDED

	2011 £	2010 £
3 1 The expenditure for the year is stated after charging		
Auditors remuneration	2,050	2,000
Depreciation	1,060	1,116
Amortisation - Re-branding	5,337	10,680
Mortgage interest	4,906	5,135
Operating lease	2,704	2,164

3 2 Analysis of expenditure

	Training courses & Projects £	Support costs £	Governance costs £	Total 2011 £	Total 2010 £
Staff Costs	79,952	72,733	29,923	182,608	191,838
Directly chargeable costs	141,583	0	0	141,583	155,233
Building costs	0	9,922	3,486	13,408	14,477
Post, telephone, printing & stationery	0	14,972	5,261	20,233	21,882
Professional charges	0	0	2,798	2,798	2,000
Mortgage interest	0	0	4,906	4,906	5,135
Depreciation/amortisation	0	784	5,613	6,397	11,796
Other costs	0	8,158	4,101	12,259	5,849
	<u>221,535</u>	<u>106,569</u>	<u>56,088</u>	<u>384,192</u>	<u>408,210</u>

The basis of allocation of costs is explained in note 1 4

4

Trustees Remuneration

The Trustees received no remuneration in the year

	2011 £	2010 £
Out of pocket expenses were reimbursed to Trustees for travel costs incurred on the PRA's activities		
No Trustee in 2011 (1 Trustee in 2010)	<u>0</u>	<u>22</u>

5

5 1 Staff Costs

	2011 £	2010 £
Wages & Salaries	164,145	172,762
Social Security Costs	16,186	16,992
Pension Costs	2,277	2,084
	<u>182,608</u>	<u>191,838</u>

One employee received remuneration within the band of £60,000 to £70,000 (2010 was 1)
No other employee received remuneration in excess of £60,000

Average number of employees for the year was 5 (2010 was 5)

Pension Costs

- 5 2** The PRA operates a defined contribution pension scheme for its staff
The assets of the scheme are held separately from those of the PRA
in an independently administered fund Contributions are as noted in 5 1
above, and all were paid during the year

Taxation

- 6** Owing to its charitable status the PRA is not liable to income
or corporation tax on its income

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

7 INTANGIBLE FIXED ASSETS

	Re-branding £	Goodwill £	Total £
<u>Cost</u>			
At 1 April 2010	53,395	6,000	59,395
Additions	0	0	0
At 31 March 2011	<u>53,395</u>	<u>6,000</u>	<u>59,395</u>
<u>Amortisation</u>			
At 1 April 2010	48,058	6,000	54,058
Charge for the year	5,337	0	5,337
At 31 March 2011	<u>53,395</u>	<u>6,000</u>	<u>59,395</u>
<u>Net book value at 31 March 2011</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Net book value at 31 March 2010</u>	<u>5,337</u>	<u>0</u>	<u>5,337</u>

8 TANGIBLE ASSETS

	Freehold premises 9 Chesham Road Guildford £	Plant and Machinery etc £	Total £
<u>Cost or valuation</u>			
At 1 April 2010	315,000	25,881	340,881
Additions	0	671	671
Disposals	0	0	0
At 31 March 2011	<u>315,000</u>	<u>26,552</u>	<u>341,552</u>
<u>Depreciation</u>			
At 1 April 2010	0	22,999	22,999
Charged for the year	0	1,060	1,060
Disposals	0	0	0
At 31 March 2011	<u>0</u>	<u>24,059</u>	<u>24,059</u>
<u>Net book value at 31 March 2011</u>	<u>315,000</u>	<u>2,493</u>	<u>317,493</u>
<u>Net book value at 31 March 2010</u>	<u>315,000</u>	<u>2,882</u>	<u>317,882</u>

An independent professional valuation of the freehold premises was given in July 2006 with an estimated value of £315,000. If a professional valuation had not been used, the freehold premises would have had an historic cost of £188,416.

The gain on revaluation being the difference between the valuation and the net value of the premises of £158,600 is shown as the Designated Fund - Revaluation Reserve. The Trustees consider that the valuation of £315,000 is not significantly different to the value at 31 March 2011 and therefore no provision for depreciation has been made.

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

9 INVESTMENTS

	2011	2010
	£	£
At 1 April 2010	45,650	31,374
Additions	325	437
Disposals	(25,397)	0
Revaluation	2,500	13,839
At 31 March 2011	<u>23,078</u>	<u>45,650</u>

Comparable amounts under the historical cost convention are

At 1 April 2010 and 31 March 2011	<u>19,239</u>	<u>36,758</u>
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The investments are all listed on the UK Stock Exchange
An analysis of the investments at 31 March 2011 is as follows

Witan Pacific Investment Trust plc	0	4,217
Murray International Trust plc	0	8,768
The City of London Trust plc	0	6,211
F & C Stewardship Growth Accumulation Fund	23,078	26,454
	<u>23,078</u>	<u>45,650</u>

10 STOCKS

Publications	<u>0</u>	<u>0</u>
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11 DEBTORS

Trade debtors	79,166	41,000
Prepayments and accrued income	3,561	17,308
	<u>82,727</u>	<u>58,308</u>

12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Bank loans and overdrafts	12,854	12,387
Trade creditors	19,385	25,494
Other creditors	34,014	38,306
Accruals	15,324	9,667
Deferred income (note 13)	78,426	15,583
	<u>160,003</u>	<u>101,437</u>

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

13 DEFERRED INCOME

	2011 £	2010 £
Balance at 1 April 2010	15 583	14 422
Course fees and project income receivable during the year	348,889	296,017
Released to the Statement of Financial Activities	<u>-286,046</u>	<u>-294,856</u>
Balance at 31 March 2011	<u>78 426</u>	<u>15 583</u>

14 CREDITORS AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

Bank loan repayable at £1,473 per month	<u>144,782</u>	<u>158 017</u>
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The bank loan is a flexible business loan taken out to purchase the property known as 9 Chesham Road Guildford, Surrey The loan is secured on the property

The loan is repayable as follows

Within -

One year	12,854	12 387
2 - 5 years	51 416	49,548
More than 5 years	<u>93,366</u>	<u>108,469</u>
	<u>157,636</u>	<u>170,404</u>

15 SHARE CAPITAL

The company is limited by guarantee and does not have a share capital The liability of each member is limited to a sum not exceeding £1 on the winding up of the company The word 'Limited' is omitted by licence from the Department of Trade as the company has charitable status

16 STATEMENT OF FUNDS

	Balance 1 April 2010 £	Incoming resources £	Outgoing resources £	Transfers between funds £	Balance 31-Mar 2011 £
Unrestricted Funds					
Designated Fund - fixed assets	-5,787	0	0	7,043	1,256
Designated Fund - revaluation reserve	158 600	0	0	0	158,600
General Fund	<u>8,088</u>	<u>296,500</u>	<u>306 974</u>	<u>-7,043</u>	<u>-9 429</u>
	<u>160,901</u>	<u>296,500</u>	<u>306,974</u>	<u>0</u>	<u>150,427</u>
Restricted Funds					
Department for Education and Skills	<u>0</u>	<u>78,000</u>	<u>78 000</u>	<u>0</u>	<u>0</u>
Endowment Fund					
Alastair Heron Research	<u>22 877</u>	<u>2,825</u>	<u>201</u>	<u>0</u>	<u>25,501</u>

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

STATEMENT OF FUNDS - continued

Purpose of Funds

The General Fund represents the free funds of the Chanty which have not been designated for particular purposes

The Designated Fund represents the net book value based on historic costs of the intangible and tangible fixed assets plus the revaluation reserve, less the bank facilities secured on those assets. The amount shown as the transfer for the year is the sum required to reflect the movement in fixed assets and bank facilities during the year, in order to be in compliance with the guidelines set forth in the latest SORP

The restricted funds are those funds granted to the PRA for the purpose of the projects specified

The Expendable Endowment Fund is for the purpose specified in note 1 2 above

17 ANALYSIS OF NET ASSETS BY FUND

	General £	Restricted £	Endowment £	Total £
Intangible fixed assets	0	0	0	0
Tangible fixed assets	317,493	0	0	317,493
Investments	0	0	23,078	23,078
Debtors	82,727	0	0	82,727
Cash on deposit, at bank and in hand	54,992	0	2,423	57,415
Creditors due less than one year	-160,003	0	0	-160,003
Creditors due in more than one year	-144,782	0	0	-144,782
	<u>150,427</u>	<u>0</u>	<u>25,501</u>	<u>175,928</u>