

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

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2009

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 2009

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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 P A Green S M Howlett (Retired 18.11.08) A J Munro P J Scales, OBE T H Taylor
SECRETARY	S N Martin, RD
CHIEF EXECUTIVE	G S Royston
REGISTERED OFFICE	9 Chesham Road GUILDFORD Surrey GU1 3LS
AUDITORS	C M B Partnership Chartered Accountants 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 2009.

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 and to act as the national focus for the development of this pre-retirement education, mid-life planning and life planning work.

ORGANISATION

A Board of Trustees, of up to twelve members, meets quarterly to administer the charity. The Board has approved the 5 year Business Plan 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. There is an advisory sub-committee containing members other than Trustees for educational services. 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. New Trustees undergo an informal induction by the Chairman and Chief Executive.

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.

For other investments it is the policy to maintain value in "real" terms over a medium term period, yet recognising market movements in the UK All Share Index. A spread of risk over three Unit Trusts is considered adequate for the sum involved, whilst the level of income is subordinate to the main purpose. There has been a fall in the market value of the investments during the year reflecting a similar decline in the UK Share Index.

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. The charity is an Associated Institution of the University of Surrey. The University validates some of the charity's educational courses. During 2010 we expect the accreditation of our MSc programme to move from University of Surrey to Kingston University. The charity is also in receipt of funding from the Department for Innovation, Universities and Skills now the Department for Business, Innovation and Skills to raise and maintain standards in life and retirement planning.

OBJECTIVES AND ACTIVITIES; ACHIEVEMENTS AND PERFORMANCE

In April 2004 the Trustees conducted a strategic review of the charity. They concluded that the need for the provision of education, planning and support services for those preparing for retirement had never been greater and the charity had knowledge and expertise that should be made available more widely. The Trustees approved the Business Plan in February 2005 that used the Trustee's review as the basis and recognised the demographic drivers of change and the changing nature of retirement, retirement planning, pensions and work for older workers.

The Business Plan set out a strategy to broaden the range of activities in which the charity was engaged to reflect these changes, to raise the profile and reach of the charity so that more individuals would benefit from its knowledge and expertise, and to achieve the necessary increase in income to provide financial stability for the charity. 2008/2009 was the fourth year of the new strategy.

In order to reflect the broader range of work on which the charity was engaged the Trustees determined the charity should adopt the new working title of Life Academy. The new working title was adopted in November 2005.

The Trustees reviewed the Business Plan and overall strategy in November 2006 and February 2007. The Trustees concluded that the broad strategy and philosophy of the Business Plan remain valid and intact and that going forward the key activity was to raise the brand awareness and profile of Life Academy and continue to grow our activities and income. For 2008/09 the Trustees set a Budget that sought to retain a neutral cash position over the year.

THE PRE-RETIREMENT ASSOCIATION

REPORT OF THE TRUSTEES

The long term financial objective of the 2005 Business Plan was to increase unrestricted income fourfold over a three to five year period so that total income reached some £1½ million: a level at which it was assessed the charity would be financially sustainable. This is the fourth year of the Business Plan and it is a pleasure to report that the long term objective has been achieved with total income at £502,617 and operating income exceeding expenses. The milestone has been achieved by raising the profile of the charity and its activities and delivering high quality services in a way that ensures they are based on best adult education practice. We now have more clients, stronger relationships with partners and consultants particularly in the financial services industry, and a better recognition by Government of how our expertise can help in addressing some of today's problems.

It was a privilege to be invited to sit on the National Audit Office Advisory Group for a Value for Money Study on HMRC: "People with Pensions and their Tax Obligations"; and to continue on the DWP over 50's Stakeholder Group and the DWP Customer Insight Steering Group. We were also pleased to be invited to join the NIACE Stakeholder Group that will be undertaking a programme of work to enhance training opportunities for older people in care setting as part of the DIUS White Paper on informal learning. We were particularly pleased that the DIUS White Paper "The Learning Revolution" specifically recognised that the years leading up to retirement were important and committed the Government to work with Life Academy and other older people's organisations to improve the availability of pre-retirement activity. The Green Paper "Building a Society for all ages" that followed "The Learning Revolution" confirmed the importance of making the most of later years and committed DWP to work with Life Academy to provide more local pre-retirement courses. We are looking forward to working with DWP and DIUS (now Department for Business, Innovation and Skills) in taking forward these two Command Papers.

During the year we continued to deliver the post graduate programme in Mid Life, Pre-Retirement and Life Planning and we were grateful to the Department of Innovation, Universities 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 also work in partnership with Friends Provident, Standard Life, Punter Southall, Kerr Henderson Hewitt and Farnham Castle. We were pleased to extend our relationship to include Aon Consulting who are to introduce a programme of seminars in 2009/10.

In 2008 we realised that Life Academy and The Oddfellows - one of the largest and oldest friendly societies in the UK and now a not for profit organisation with 100,000 members that is devoted to social networking, volunteering and helping individuals to achieve an active later life and avoid exclusion - shared similar values and were extremely complementary in our activities. We worked up a holistic proposition to help individuals in companies and pension funds that we will test with employers and pension trustees in 2009/10. As part of our relationship with The Oddfellows we joined forces and were pleased to be included in the delivery of the Financial Services Authority financial education Pathfinder project in the North West where we will have some accredited "Money Guides".

THE PRE-RETIREMENT ASSOCIATION

REPORT OF THE TRUSTEES

Although we are keen to provide individuals with the benefits of our expertise through the traditional route of pre-retirement and retirement planning courses, a key part of our strategy has been to provide the benefit of our life planning expertise through project work. Our project work has been a key part of our success in the past four years and in 2008/09 we were engaged in six government or European funded projects. The DWP 50+ Face to Face Work Options project in Cambridgeshire and most of Bedfordshire provided 1,800 individuals aged 50+ with a better understanding of the impact of longevity and the need for effective life planning to prepare for and meet the challenges they could expect in later life. We completed the project on budget and comfortably exceeded the number of individuals we expected would benefit. We also completed the two Pension Education Fund projects on which we had been working that increased the financial competence and financial planning of individuals. The two Leonardo da Vinci projects - one addressing inter-generational working and one to develop an age management electronic educational tool - were satisfactorily completed and we were pleased to be able to run a Conference in Peterborough to celebrate 2009 Adult Learners Week that showcased the three Leonardo projects in which we have worked in recent years. Finally we delivered in partnership with Tax Help for Older People further tax workshops for advisors and staff in the voluntary sector to increase their understanding of taxation so that they would be able to provide more effective support to their end users. As part of that HMRC funded project we also developed an electronic support network to provide ongoing support for those in the voluntary sector.

2008/09 was yet another year in which activity was at a record level.

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

We are delighted that the milestone we set in our 2005 Business Plan of significantly increased turnover and with it financial stability was achieved in 2008/09. The driving force in 2008/09 was the almost 20% (£70,000) increase in unrestricted income from £352,449 to £422,934. This increased our total income by some 16% and resulted in a small surplus for the year. The increase in income and the surplus both exceeded our budget expectations.

The investments of the charity suffered from the fall in the stock market and there was an unrealised loss for the year on investments of £3,905 on Unrestricted Funds and there was an unrealised loss for the year on investments of £11,648 on Restricted Funds. In accordance with the SORP, the amount of the Designated Reserve for Fixed Assets has been decreased by a transfer of £2,361 to the General Fund to provide a total deficit of £7,905. The amount remaining to be carried forward on the General Fund becomes a surplus of £13,368.

THE PRE-RETIREMENT ASSOCIATION

REPORT OF THE TRUSTEES

With regard to the Endowment Fund, whilst there was no expenditure in the year, after taking account income of £683 and unrealised losses on the investments held of £11,648, the amount to be carried forward becomes £22,057.

On restricted funds there was no balance to be carried forward.

RESERVES POLICY

The Board of Trustees has reviewed its policy on reserves to be held. In broad terms it wishes to generate reserves firstly to cover the capital payment terms, over time, of its property mortgage and then to have cover for some six to nine months operating expenses. However during the strategic review it was recognised that the value of the property was an asset which could support the funding of the increased level of activity and the Trustees subsequently adopted the policy.

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 234 of the Companies Act 1985. 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 1 of these Financial Statements.

The Trustees retiring by rotation are Mr A Pickering and Mr R Bridges who, being eligible, offer themselves for re-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

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 1985. 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

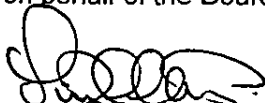
The Trustees confirm that so far as they are aware, there is no relevant audit information of which the Charity's auditors are unaware. They have taken all the steps they ought to have taken as Trustees to make themselves aware of any relevant audit information and to establish that the Charity's auditors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

AUDITORS

The auditors, C M B Partnership, Chartered Accountants, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

Approved on behalf of the Board

Secretary



Date: 11 August 2009

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 2009 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 Section 235 of the Companies Act 1985. 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 and the Charities Statement of Recommended Practice (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 the Companies Act 1985. 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 proper accounting records, if we have not received all of the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

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, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charity's affairs as at 31 March 2009 and of its incoming resources and application of resources, including its income and expenditure for the year then ended; and
- have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' Annual Report is consistent with the financial statements.



CMB Partnership
Chartered Accountants
Registered Auditors

Chapel House
1 Chapel Street
Guildford
Surrey GU1 3UH

Date 11 August 2009

THE PRE-RETIREMENT ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2009

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Total Funds 2009 £	Total Funds 2008 £
INCOMING RESOURCES						
Voluntary income:						
Training and Development						
-Government Grants		0	78,000	0	78,000	78,000
General Donations		75	0	0	75	0
Incoming resources from charitable activities:						
Training courses, projects and other income		422,934	0	0	422,934	352,449
Investment Income		925	0	683	1,608	1,371
Total incoming resources	2	423,934	78,000	683	502,617	431,820
RESOURCES EXPENDED						
Charitable activities:						
-Training courses and projects		238,226	78,000	0	316,226	249,155
-Support costs		114,839	0	0	114,839	122,320
Governance costs		70,529	0	0	70,529	74,115
Total resources expended	3	423,594	78,000	0	501,594	445,590
Net income /(expenditure) for the year		340	0	683	1,023	-13,770
Other recognised gains/(losses)						
Unrealised gains /(losses) on investments	9	-3,905	0	-11,648	-15,553	-7,250
Net incoming /(outgoing) resources for the year before transfers		-3,565	0	-10,965	-14,530	-21,020
Transfers between funds	16	0	0	0	0	0
Net incoming /(outgoing) resources for the year after transfers		-3,565	0	-10,965	-14,530	-21,020
Fund balances brought forward at 1st April		167,628	0	33,022	200,650	221,670
Fund balances carried forward at 31st March	16 & 17	164,063	0	22,057	186,120	200,650

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

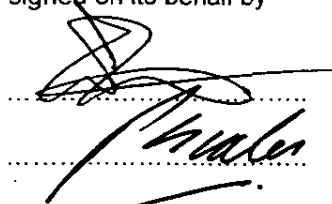
The notes on pages 14 to 21 form part of these financial statements.

THE PRE-RETIREMENT ASSOCIATION

BALANCE SHEET AS AT 31 MARCH 2009

	Notes	2009 £	2008 £
FIXED ASSETS			
Intangible assets	7	16,017	26,696
Tangible assets	8	318,998	321,140
Investments	9	31,374	46,244
		<u>366,389</u>	<u>394,080</u>
CURRENT ASSETS			
Debtors	11	60,689	78,748
Short term deposits		7,147	1,207
Cash at bank and in hand		34,274	30,030
		<u>102,110</u>	<u>109,985</u>
CURRENT LIABILITIES			
Creditors: Amounts falling due within one year	12	-114,665	-119,218
NET CURRENT (LIABILITIES)/ASSETS		<u>-12,555</u>	<u>-9,233</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>353,834</u>	<u>384,847</u>
Creditors: Amounts falling due after more than one year	14	-167,714	-184,197
NET ASSETS		<u>186,120</u>	<u>200,650</u>
<u>FUNDS</u>			
Unrestricted funds:			
Designated Fund - Revaluation Reserve		158,600	158,600
Designated Fund - Fixed Assets		-7,905	-5,544
General Fund		13,368	14,572
	16	<u>164,063</u>	<u>167,628</u>
Restricted Funds	16	0	0
Expendable Endowment Fund	16	22,057	33,022
TOTAL FUNDS	17	<u>186,120</u>	<u>200,650</u>

The financial statements were approved by the Board of Trustees on 11 August 2009 and signed on its behalf by



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Trustees

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2009

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.

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 2009, none of the Fund was utilised. After investment income of £683 and unrealised losses of £11,648, the balance carried forward on the fund was £22,057.

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 2009

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 2009 was £719 (2008 £630).

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 2009

2 INCOMING RESOURCES

	2009 £	2008 £
2.1 Restricted Funds		
The following Grants, Donations and Other Income were received during the year:		
Department for Innovation, Universities 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	109,102	107,152
Projects	292,490	221,941
Publications	10,770	11,243
Subscriptions	10,140	11,806
Sundries	432	307
	<u>422,934</u>	<u>352,449</u>
2.3 Investment Income		
Interest receivable	375	517
Dividends received from Unit Trusts	1,233	854
	<u>1,608</u>	<u>1,371</u>
The investment income comprised:		
Endowment Fund - A Heron	683	354
General Fund	925	1,017
	<u>1,608</u>	<u>1,371</u>

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2009

3 RESOURCES EXPENDED

	2009 £	2008 £
3.1 The expenditure for the year is stated after charging:		
Auditors remuneration	1,950	1,900
Depreciation	1,969	2,194
Amortisation - Re-branding	10,679	10,679
Loss on disposal of fixed assets	173	1,728
Mortgage interest	11,669	15,659
Operating lease	2,145	3,792

3.2 Analysis of expenditure

	Training courses & Projects £	Support costs £	Governance costs £	Total 2009 £	Total 2008 £
Staff Costs	80,865	73,386	29,586	183,837	174,996
Directly chargeable costs	235,361	0	0	235,361	168,922
Building costs	0	13,052	4,586	17,638	18,561
Post, telephone, printing & stationery	0	21,258	7,469	28,727	28,915
Professional charges	0	0	1,950	1,950	2,127
Mortgage interest	0	0	11,669	11,669	15,659
Depreciation/amortisation	0	1,457	11,364	12,821	14,602
Other costs	0	5,686	3,905	9,591	21,808
	<u>316,226</u>	<u>114,839</u>	<u>70,529</u>	<u>501,594</u>	<u>445,590</u>

The basis of allocation of costs is explained in note 1.4

4

Trustees Remuneration

The Trustees received no remuneration in the year

	2009 £	2008 £
Out of pocket expenses were reimbursed to Trustees for travel costs incurred on the PRA's activities		
1 Trustee in 2009 (1 Trustee in 2008)	<u>44</u>	<u>85</u>

5

5.1 Staff Costs

	2009 £	2008 £
Wages & Salaries	166,685	171,819
Social Security Costs	15,489	15,437
Pension Costs	<u>1,663</u>	<u>1,599</u>
	<u>183,837</u>	<u>188,855</u>

One employee received remuneration within the band of £60,000 to £70,000
No other employee received remuneration in excess of £60,000

Average number of employees for the year was 5 (2008 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 under the Income and Corporation Taxes Act 1988.

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2009

7 INTANGIBLE FIXED ASSETS

	Re-branding £	Goodwill £	Total £
<u>Cost</u>			
At 1 April 2008	53,395	6,000	59,395
Additions	0	0	0
At 31 March 2009	<u>53,395</u>	<u>6,000</u>	<u>59,395</u>
<u>Amortisation</u>			
At 1 April 2008	26,699	6,000	32,699
Charge for the year	10,679	0	10,679
At 31 March 2009	<u>37,378</u>	<u>6,000</u>	<u>43,378</u>
<u>Net book value at 31 March 2009</u>	<u>16,017</u>	<u>0</u>	<u>16,017</u>
<u>Net book value at 31 March 2008</u>	<u>26,696</u>	<u>0</u>	<u>26,696</u>

8 TANGIBLE ASSETS

	Freehold premises 9 Chesham Road Guildford £	Plant and Machinery etc £	Total £
<u>Cost or valuation</u>			
At 1 April 2008	315,000	26,126	341,126
Additions	0	0	0
Disposals	0	-245	-245
At 31 March 2009	<u>315,000</u>	<u>25,881</u>	<u>340,881</u>
<u>Depreciation</u>			
At 1 April 2008	0	19,986	19,986
Charged for the year	0	1,969	1,969
Disposals	0	-72	-72
At 31 March 2009	<u>0</u>	<u>21,883</u>	<u>21,883</u>
<u>Net book value at 31 March 2009</u>	<u>315,000</u>	<u>3,998</u>	<u>318,998</u>
<u>Net book value at 31 March 2008</u>	<u>315,000</u>	<u>6,140</u>	<u>321,140</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 2009 and therefore no provision for depreciation has been made.

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2009

9 INVESTMENTS

	2009 £	2008 £
At 1 April 2008	46,244	53,140
Additions	683	354
Revaluation	-15,553	-7,250
At 31 March 2009	<u>31,374</u>	<u>46,244</u>

Comparable amounts under the historical cost convention are:

At 1 April 2009 and 31 March 2008	<u>36,321</u>	<u>35,638</u>
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The investments are all listed on the UK Stock Exchange.
An analysis of the investments at 31 March 2009 is as follows:

Witan Pacific Investment Trust plc	2,616	3,526
Murray International Trust plc	6,020	6,944
The City of London Trust plc	4,426	6,497
F & C Stewardship Growth Accumulation Fund	18,312	29,277
	<u>31,374</u>	<u>46,244</u>

10 STOCKS

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

Trade debtors	36,688	36,705
Prepayments and accrued income	24,001	42,043
	<u>60,689</u>	<u>78,748</u>

12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Bank loans and overdrafts	16,606	10,583
Trade creditors	29,701	21,506
Other creditors	15,591	12,547
Accruals	38,345	59,795
Deferred income (note 13)	14,422	14,787
	<u>114,665</u>	<u>119,218</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2009

13 DEFERRED INCOME

	2009	2008
	£	£
Balance at 1 April 2008	14,787	15,977
Course fees and project income receivable during the year	401,227	327,903
Released to the Statement of Financial Activities	-401,592	-329,093
Balance at 31 March 2009	<u>14,422</u>	<u>14,787</u>

14 CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

Bank loan repayable at £2,012 per month	<u>167,714</u>	<u>184,197</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	16,606	10,583
2 - 5 years	66,423	42,332
More than 5 years	101,291	141,865
	<u>184,320</u>	<u>194,780</u>

Other operating leases commitments:

The charity was committed to the following annual payment on operations in respect of a short term lease taken out on an office in Cambridge. This lease expired in December 2008.

Land and Buildings:

Rent	0	13,284
Facilities	0	1,260
Leases expiring within one year	<u>0</u>	<u>14,544</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 2008 £	Incoming resources £	Outgoing resources £	Transfers between funds £	Balance 31-Mar 2009 £
Unrestricted Funds:					
Designated Fund - fixed assets	-5,544	0	0	-2,361	-7,905
Designated Fund - revaluation reserve	158,600	0	0	0	158,600
General Fund	<u>14,572</u>	<u>423,934</u>	<u>427,499</u>	<u>2,361</u>	<u>13,368</u>
	<u>167,628</u>	<u>423,934</u>	<u>427,499</u>	<u>0</u>	<u>164,063</u>
Restricted Funds:					
Department for Innovation, Universities 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>33,022</u>	<u>683</u>	<u>11,648</u>	<u>0</u>	<u>22,057</u>

THE PRE-RETIREMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2009

STATEMENT OF FUNDS - continued

Purpose of Funds:

The General Fund represents the free funds of the Charity 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	16,017	0	0	16,017
Tangible fixed assets	318,998	0	0	318,998
Investments	13,062	0	18,312	31,374
Debtors	60,689	0	0	60,689
Cash on deposit, at bank and in hand	37,676	0	3,745	41,421
Creditors due less than one year	-114,665	0	0	-114,665
Creditors due in more than one year	-167,714	0	0	-167,714
	<u>164,063</u>	<u>0</u>	<u>22,057</u>	<u>186,120</u>