

**CONSTRUCTION SKILLS CERTIFICATION SCHEME LIMITED**

**(LIMITED BY GUARANTEE)**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MAY 2009**

**Registered Number 3024675**

WEDNESDAY



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**CONSTRUCTION SKILLS CERTIFICATION SCHEME LIMITED  
(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS  
FOR THE YEAR ENDED 31<sup>ST</sup> MAY 2009**

The directors present their annual report with the accounts for the year ended 31<sup>st</sup> May 2009.

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was the operation of a certification scheme for the construction industry. Under an existing contract the Construction Skills carry out the duties of an administrative body..

**DIRECTORS**

The directors, who hold no shares in the company, who served during the year, were as follows:

Mr. W. A. Jenkins MBE	Mr. S. D. Henderson
Mr. R. Blackman MBE	Mr. T. J. Walker
Mr. A. S. Ritchie	Mr. M. Parrott
Mr. P. Davies	Mr. K. Mouatt (Resigned 1.5.2009)
Mr. P. Russell MBE	Mr. G. C. Tipper
Mrs. S. Nichol MBE (Appointed 9.6.2009)	

**DIRECTORS RESPONSIBILITIES**

Company law requires the directors to prepare accounts for each financial year that gives a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those accounts, the directors are required to:

Select Suitable accounting policies and then apply them consistently;  
Make judgments and estimates that are reasonable and prudent;  
Prepare the accounts on a going concern basis unless it is inappropriate to presume that the company will continue in business.

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 accounts comply with the Companies Act 2006. 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 after irregularities.

Each of the directors have confirmed, so far as they are aware, that there is no relevant audit information of which the Company's auditors are unaware, and each director has taken steps that he ought to have taken as a director in order to make themselves aware of, and to establish that the auditors are aware of, any relevant audit information.

The above report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

**AUDITORS**

The Auditors, Beales & Co, will be proposed for appointment in accordance with section 485 of the Companies Act 2006.

Signed on behalf of the board of directors on 22<sup>nd</sup> September 2009



**C. E. Milton**  
Corporate Company Secretary

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
CONSTRUCTION SKILLS CERTIFICATION SCHEME LIMITED  
(LIMITED BY GUARANTEE)**

We have audited the financial statements of Construction Skills Certification Scheme for the year ended 31<sup>st</sup> May 2009 set out on pages 3 to 6 which have been prepared in accordance with the Financial Reporting Standards for smaller Entities and the accounting policies set out on page 5.

This report is made solely to the Company's members, as a body, in accordance with section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

As described in the Statement of Directors Responsibilities on page 1, the company's directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Auditing Standards (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

**Opinion on financial statements**

In our opinion the financial statements:

- . give a true and fair view of the company's affairs at 31<sup>st</sup> May 2009 and of its profit for the year then ended;
- . have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- . have been prepared in accordance with the requirements of the Companies act 2006.

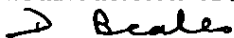
**Opinion on other matter prescribed by the Companies act 2006**

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies act 2006 requires us to report to you if, in our opinion:

- . adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- . the financial statements are not in agreement with the accounting records and returns; or
- . certain disclosures of directors remuneration specified by law are not made; or
- . we have not received all the information and explanations we require for our audit.

  
David Beales (Senior Statutory Auditor)  
For and on behalf of Beales & Co, Statutory Auditor

Oaken Coppice, Bears Den  
Kingswood, Surrey, KT20 6PL  
*22nd September 2009*

**CONSTRUCTION SKILLS CERTIFICATION SCHEME LIMITED**

**PROFIT AND LOSS ACCOUNT**

**FOR THE YEAR ENDED 31<sup>ST</sup> MAY 2009**

	Notes	2009	2008
<b>TURNOVER</b>			
Fees	1	1,745,490	1,490,606
<b>ADMINISTRATION EXPENSES</b>			
Salaries & Consultancy	200,015	195,994	
Reference Point Development	60,000	-	
Audit Fee	1,620	1,200	
Constructing Better Health	180,000	-	
Travelling & Meeting Expenses	35,585	32,459	
Insurances	6,803	3,040	
Telephone	2,558	1,973	
Bank Charges	198	82	
Rent & Corporate Secretarial	51,600	66,796	
Promotions	254,560	174,958	
Legal & Professional	91,342	71,178	
CITB blank cards	16,333	16,381	
Sundry Expenses	-	658	
		<hr/> 900,614	<hr/> 564,719
		<hr/>	<hr/>
		844,876	925,887
Investment Income	2	42,005	25,040
		<hr/>	<hr/>
<b>Net Surplus before Taxation</b>		886,881	950,927
Corporation Tax	7	(8,819)	(5,021)
		<hr/>	<hr/>
<b>Retained Surplus for the year</b>		878,062	945,906
<b>Retained Surplus at 1<sup>st</sup> June 2008</b>		1,220,538	274,632
		<hr/>	<hr/>
<b>Retained Surplus at 31<sup>st</sup> May 2009</b>	8	£2,098,600	£1,220,538
		<hr/>	<hr/>

**Continuing operations**

All the company's activities in the above two financial years derived from continuing operations.

**Total recognised gains and losses**

The company has no recognised gains or losses other than the profit or loss for the above two financial years.

**CONSTRUCTION SKILLS CERTIFICATION SCHEME LIMITED**


**(LIMITED BY GUARANTEE)**

**BALANCE SHEET AS AT 31<sup>ST</sup> MAY 2009**

	NOTES	2009	2008
<b>CURRENT ASSETS</b>			
Cash at Bank		1,996,064	1,090,796
Debtors	5	205,590	240,967
		<hr/>	<hr/>
		2,201,654	1,331,763
<b>CREDITORS</b>			
Due within one year	6	(103,054)	(111,225)
		<hr/>	<hr/>
<b>NET ASSETS</b>		£2,098,600	£1,220,538
		<hr/>	<hr/>
<b>CAPITAL AND RESERVES</b>			
Accumulated Fund	8	£2,098,600	£1,220,538
		<hr/>	<hr/>

The accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

The Directors approved these financial statements on 22<sup>nd</sup> September 2009.

  
Chairman

**CONSTRUCTION SKILLS CERTIFICATION SCHEME LIMITED**

**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS AT 31<sup>ST</sup> MAY 2009**

**1. ACCOUNTING POLICIES**

**Accounting Convention**

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

**Pension Costs**

The company operates a defined contribution benefit scheme. Contributions are charged to the profit and loss account in the year they are paid to the scheme.

**Taxation**

Corporation Tax is provided on income received from third parties, as the Company is not taxed on income received from its members as this is treated as mutual trading.

**Deferred Tax**

As the company is not liable to tax on its income deferred tax does not arise.

**Cash Flow**

The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement.

**Turnover**

Turnover represents the invoiced amount of services rendered to members.

**2. INVESTMENT INCOME**

	<b>2009</b>	<b>2008</b>
Bank Interest received	£42,005	£25,040

**3. SURPLUS BEFORE TAXATION**

Surplus on ordinary activities before taxation is stated after charging:

Auditors Remuneration	£1,620	£1,200
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**4. DIRECTORS' REMUNERATION**

The directors received no remuneration or retirement benefits

The chairman received consultancy fees of £15,000 (2008 £8,750)

**5. DEBTORS**

Debtors	-	187
Prepayments	4,452	4,204
Accrued Income	201,138	236,576
	<hr/>	<hr/>
	£205,590	£240,967
	<hr/>	<hr/>

**6. CREDITORS**

Amounts falling due within one year

VAT Creditor	54,030	63,915
Corporation Tax	8,821	5,050
Prepaid Income	31,500	31,500
Accruals	8,703	10,760
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	£103,054	£111,225
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**CONSTRUCTION SKILLS CERTIFICATION SCHEME LIMITED**

**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS AT 31<sup>ST</sup> MAY 2009**

	<b>2009</b>	<b>2008</b>
<b>7. TAXATION</b>		
Current tax charge	£8,819	£5,050
	<hr/>	<hr/>
Factors affecting the charge for the year		
Investment Income	£42,005	£25,040
	<hr/>	<hr/>
Surplus on ordinary activities before taxation multiplied by the standard rate of UK tax of 21% (2008 20%)	8,821	5,008
Effects of Other Tax Bands	-	42
Refund from previous year	(2)	-
	<hr/>	<hr/>
Current Charge	£8,819	£5,050
	<hr/>	<hr/>
<b>8. ACCUMULATED FUNDS</b>		
Reconciliation of movement on members' funds		
Surplus for the Financial Year	878,062	945,906
Opening balance at 1 <sup>st</sup> June 2008	1,220,538	274,632
	<hr/>	<hr/>
Closing balance at 31 <sup>st</sup> May 2009	£2,098,600	£1,220,538
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**9. LIABILITY OF MEMBERS**

Each member has agreed to contribute an amount not exceeding £1 in the event of the company being wound up.

**10. CONSTRUCTING BETTER HEALTH**

During the year the directors agreed to support the above financially and to become the only member of this company that is limited by guarantee. That guarantee is limited to £1 in the event of that company being wound up.