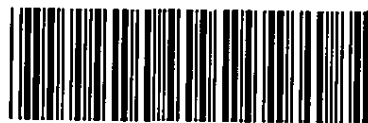


**Agskills Limited**  
**(A company limited by guarantee)**  
**Report and financial statements**  
**for the year ended 31 January 2010**

**Charity Number 1091213**  
**Company Number 3824061**

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**Agskills Limited**  
**Report and financial statements**  
**for the year ended 31 January 2010**  
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## **Legal and Administrative Information for the year ended 31 January 2010**

### **Constitution**

Agskills Limited is a company limited by guarantee governed by its memorandum and articles of association. Charity number 1091213. Company number 3824061.

### **Directors**

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as "the trustees". As set out in the articles of association, the trustees are appointed by the members in the general meeting, with one third of the trustees retiring by rotation at each annual general meeting.

The trustees who served during the year and since were as follows:

S J Guise  
R Longthorp  
J R Rowbottom  
T S Rymer  
M S Ward  
D Morgan  
R Smith  
R Lister  
M J Barker  
P Stephenson  
J Walgate

### **Secretary**

R Longthorp

### **Independent Examiners**

David Turner & Co  
Studio 701  
17 Princess Street  
HULL  
HU2 8BJ

### **Solicitors**

Andrew Jackson  
Essex House  
Manor Street  
HULL  
HU1 1XH

### **Registered Office and Principal Address**

Burland  
Holme Road  
Howden  
Goole  
DN14 7LY

### **Bankers**

HSBC Bank plc  
16 Market Place  
Howden  
Goole  
DN14 7BN

## **Trustees' report for the year ended 31 January 2010**

The trustees present their report and the financial statements of the charity for the year ended 31 January 2010

The legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice – Accounting and Reporting for Charities

### **Objects and activities of the charity**

The objects of the charity are to further education, and in particular to establish a framework for the provision of, and to provide, high quality and relevant training within the agricultural industry in the United Kingdom

To achieve these objects the charity aims

- To establish and promote a structured career path within the industry, for those already in place and for those looking for a career in the industry
- To develop links with the educational establishments to promote the agricultural industry as a career
- To promote and provide for agricultural businesses an advisory service related to current and future needs of training and education of their staff
- To develop a series of "Best Practice" training programs covering craft and technical training, and supervisory and management skills
- To be an industry approved training centre running a Modern Apprenticeship/National Traineeship scheme linked to National Vocational Qualifications and an Association Training Centre
- To be an approved NPTC "Hub" for the administration and assessment of Certificates of Competence
- To enable owners, managers and staff to comply with current and future codes of practice as dictated by legislation and customer demand
- To advise and assist the National Training Strategy and Implementation Group on the development of the national scheme, including running a pilot scheme to develop best practice
- To work closely with the BPEX Knowledge Transfer team to ensure best practice to be adopted across the industry
- To raise funds by way of donations, grants, sponsorship and subscription to carry out the aims of the charity

**Organisation**

A board of trustees meets bimonthly to administer the charity. The day to day operations of the charity are managed by the charity's secretary.

Due to its size and nature, the Charity has no formal policy for the induction and training of trustees.

**Investment powers**

Under the memorandum and articles of association, the charity has the power to make any investment which the trustees see fit.

**Achievements and performance**

During the year the charity has sought to achieve its objectives by

- Producing a newsletter to publicise the achievement of the charity trainees, to attract new members, and to promote the benefit of training. The newsletter is circulated to members and selectively throughout the industry.
- Liaising with the National Proficiency Tests Council and BPEX to deliver and continue to develop Level 1, 2 and 3 pig production qualifications.
- Assisting with the development of the National Pig Industry Training Strategy and Implementation Groups including advice and personnel resource to develop and promote.
- Providing supplementary off-farm training for farm employees for members and on a contracted basis.
- Continuing to receive funding from the Rural Development Programme for England via the Regional Development Agencies.
- Continuing delivery of the training days funded by the Rural Development Programme for England.

Resources expended during the year exceeded incoming resources by £23,404. In the prior year incoming resources exceeded resources expended by £11,471.

**Plans for future periods**

Due to the success of Agskills over the past 10 years in raising the importance and showing the benefit of training, BPEX have now taken over full responsibility for national pig industry skills development. The work of Agskills as advocate and exemplar is now complete. Agskills plan to wind down its activity over the coming year. BPEX will take over the NPTC awarding/assessment hub for Certificates of Competence and will manage both delivery of pig industry training and funding applications through RDPE. Furthermore, within the wider scope of the agricultural industry the publication of "Towards a New Professionalism", the Skills for Agriculture and Horticulture, co-authored by Agskills member Richard Longthorp, means that the skills initiative is now being taken up and rolled out across the whole industry. This is very much seen as vindication of the creation of Agskills and all its work in setting and leading the skills agenda over the past 10 years.

**Reserves policy**

The trustees have continued to review the reserves of the charity.

The trustees have concluded that a reduced reserves level in the region of £15,000 will be required for the coming years as a result of BPEX undertaking some of the work previously undertaken by Agskills Limited.

**Public benefit statement**

The trustees have given due regard to the guidance on public benefit published by the Charities Commission in exercising their powers and duties.

**Risk management**

The trustees have reviewed the major risks to which the charity is exposed and confirm that systems have been established to minimise these risks

**Statement of trustees' responsibilities**

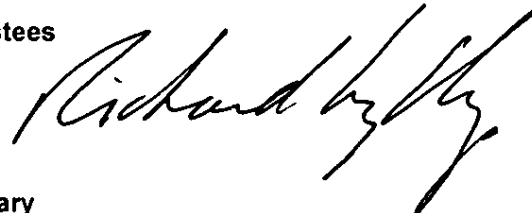
The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing these 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,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

**By order of the trustees**



R Longthorp  
**Trustee and Secretary**

## **Independent Examiner's Report to the Trustees on the unaudited accounts of Agskills Limited**

I report on the accounts of the charity for the year ended 31 January 2010, which are set out on pages 6 to 10

### **Respective responsibilities of trustees and examiner**

The trustees (who are the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under Section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- examine the accounts under Section 43 of the 1993 Act,
- follow procedures laid down in the general Directions given by the Charity Commission under Section 43(7)(b) of the 1993 Act, and
- state whether particular matters have come to my attention

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

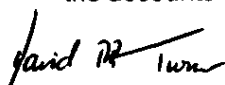
In connection with my examination, no matter has come to my attention

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 386 of the Companies Act 2006, and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



**David Turner**  
Chartered Accountant  
David Turner & Co  
Studio 701  
17 Princess Street  
HULL  
HU2 8BJ

*27 October 2010*

**Statement of financial activities (incorporating an income and expenditure account)  
for the year ended 31 January 2010**

	Note	Total Unrestricted fund 2010 £	Total Unrestricted fund 2009 £
<b><u>Incoming resources</u></b>			
<b>Incoming resources from generated funds</b>			
Voluntary income			
- Grants		18,506	67,206
Investment income		6	704
<b>Incoming resources from charitable activities</b>			
Income from the provision of training and training material		14,849	46,714
<b>Total incoming resources</b>		<b>33,361</b>	<b>114,624</b>
<b><u>Resources expended</u></b>			
<b>Cost of charitable activities</b>			
Expenditure for training and training material	2	51,978	118,952
Governance costs	3	5,885	7,143
<b>Total resources expended</b>		<b>57,863</b>	<b>126,095</b>
Net outgoing resources for the year	7	(24,502)	(11,471)
Fund brought forward		37,400	48,871
<b>Fund carried forward</b>	7	<b>12,898</b>	<b>37,400</b>

Movements in funds are disclosed in note 7 to the financial statements

All of the above fund comprises unrestricted funds



**Balance sheet as at 31 January 2010**

	Note	2010 £	2010 £	2009 £	2009 £
<b>Current assets</b>					
Debtors	5	2,758		16,154	
Cash at bank		10,527		43,069	
		<b>13,285</b>		<b>59,223</b>	
<b>Creditors, amounts falling due within one year</b>	6	<b>(387)</b>		<b>(21,823)</b>	
<b>Net assets</b>			<b>12,898</b>		<b>37,400</b>
<b>Unrestricted funds</b>					
General	7		<b>12,898</b>		<b>37,400</b>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 January 2010

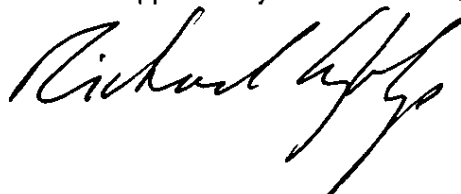
The members have not required the company to obtain an audit of its financial statements for the year ended 31 January 2010 in accordance with Section 476 of the Companies Act 2006

The directors acknowledge their responsibilities for

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

These financial statements were approved by the director on 22 October 2010 and signed by



R Longthorp  
Trustee and Secretary

## **Accounting policies**

### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (revised 2005) "Accounting and Reporting by Charities", the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Companies Act 2006

### **Income from Donations and grants**

Income from donations and grants is included in incoming resources when these are receivable, except as follows

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met

When donors specify that income or grants, including capital grants, are for particular restricted purposes which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable

### **Income from charitable activities**

Income from the provision of training and training material, including funding from the Learning and Skills Council and under the Rural Development Programme for England, is included in incoming resources when the relevant training takes place or the material is supplied

Income from members' subscriptions is included in incoming resources when receivable

### **Interest receivable**

Interest is included when receivable by the charity

### **Resources expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered

Training costs are those costs relating directly to the provision of training or training material in furtherance of the charity's activities. Management and administration costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements

### **Fund accounting**

All funds held by the charity are unrestricted general funds which can be used by the charity in accordance with the charitable objects at the discretion of the trustees

## Notes to the financial statements for the year ended 31 January 2010

### 1 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

### 2 Training costs

	2010	2009
	£	£
Establishment and delivery of training programmes	51,942	118,952
City & Guilds registration	36	-
	<b>51,978</b>	<b>118,952</b>

### 3 Governance costs

	2010	2009
	£	£
Secretarial services	763	2,727
Loss on disposal of fixed assets	-	550
Independent examiner's fees	790	715
Insurance	245	805
NPTC Certification	678	1,983
Sundry expenses	3,409	363
	<b>5,885</b>	<b>7,143</b>

### 4 Trustees' remuneration

The trustees were not paid, or reimbursed for any expenses, during the year.

### 5 Debtors

	2010	2009
	£	£
Training fees receivable	1,856	4,392
Prepayments and accrued income	-	9,484
Other debtors	902	2,278
	<b>2,758</b>	<b>16,154</b>

## **6 Creditors – Amounts falling due within one year**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Training expenses	-	17,511
Other creditors and accruals	<b>387</b>	4,312
	<b>387</b>	21,823

## **7 Statement of funds**

	<b>General fund</b>
	<b>£</b>
31 January 2009	37,400
Net incoming resources for the year	(24,502)
<b>31 January 2010</b>	<b>12,898</b>

The general fund is an unrestricted fund

## **8 Related party transactions**

Training is provided for employees of businesses in which the trustees have an interest. During the year to 31 January 2010 the income from this training amounted to £1,789 (2009 £3,240). The training is provided on the same basis as for all other training provided by the Charity.