

NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31st OCTOBER 2013

Draft Accounts



3 Acorn Business Centre
Northarbour Road
Cosham
Portsmouth
PO6 3TH

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31st OCTOBER 2013

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**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

OFFICERS AND PROFESSIONAL ADVISERS

The board of directors

Mr. I.J. Burville
Mr. W. R. Crafts
Mr. C. Crewther
Mr. P.J. Draper
Mr. F.J. Hibbs
Mr. J.M. Lally
Mr. A.L.C. Trevelyan
Mr. M.A. Wills

Registered office

Catherine House
74-76 Victoria Road
Aldershot
Hampshire
GU11 1SS

Auditor

taylorcocks
Chartered Accountants
& Statutory Auditor
3 Acorn Business Centre
Northarbour Road
Cosham
Portsmouth
PO6 3TH

Bankers

National Westminster
1 High Street
Weybridge
Surrey
KT13 8UA

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

DIRECTORS' REPORT

YEAR ENDED 31st OCTOBER 2013

The directors present their report and the financial statements of the company for the year ended 31st October 2013.

PRINCIPAL ACTIVITIES

The principal activity of the company during the year was that of the central co-ordinating body for those engaged in the caravan industry.

DIRECTORS

The directors who served the company during the year were as follows:

Mr. I.J. Burville
Mr. W. R. Crafts
Mr. C. Crewther
Mr. P.J. Draper
Mr. F.J. Hibbs
Mr. J.M. Lally
Mr. A.L.C. Trevelyan
Mr. R.P. Tucker
Mr. M.A. Wills

Mr. R.P. Tucker retired as a director on 29th April 2013.

DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that year.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements 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 other irregularities.

AUDITOR

The previous auditors, Whiteleys resigned and taylorcocks were appointed as auditors on 9th March 2013.

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

DIRECTORS' REPORT *(continued)*

YEAR ENDED 31st OCTOBER 2013

Each of the persons who is a director at the date of approval of this report confirm that:

- so far as each director is aware, there is no relevant audit information of which the company's auditor is unaware; and
- each director has taken all steps that they ought to have taken as a director to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Registered office:
Catherine House
74-76 Victoria Road
Aldershot
Hampshire
GU11 1SS

Signed by order of the directors

Mr. J.M. Lally

Director

Approved by the directors on

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT AUDITOR'S REPORT TO THE SHAREHOLDERS OF NATIONAL CARAVAN COUNCIL LIMITED

YEAR ENDED 31st OCTOBER 2013

We have audited the financial statements of National Caravan Council Limited for the year ended 31st October 2013 which comprise the Profit and Loss Account, Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's shareholders, 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 company's shareholders 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 shareholders as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR

As explained more fully in the Directors' Responsibilities Statement set out on page 2, the 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 and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (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. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31st October 2013 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; 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.

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT AUDITOR'S REPORT TO THE SHAREHOLDERS OF NATIONAL CARAVAN COUNCIL LIMITED
(continued)

YEAR ENDED 31st OCTOBER 2013

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; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report.

JAMES BLAKE ACA (Senior Statutory Auditor)

For and on behalf of



Statutory Auditor

Office: Portsmouth

Date:

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

PROFIT AND LOSS ACCOUNT

YEAR ENDED 31st OCTOBER 2013

	Note	2013 £	2012 £
TURNOVER		2,179,297	1,834,481
Cost of sales		594,911	501,868
GROSS PROFIT		1,584,386	1,332,613
Administrative expenses		1,941,329	1,638,112
Other operating income		(406,760)	(339,281)
OPERATING PROFIT	2	49,817	33,782
Interest receivable		5,699	7,508
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		55,516	41,290
Tax on profit on ordinary activities	4	–	13,668
PROFIT FOR THE FINANCIAL YEAR		55,516	27,622

The notes on pages 8 to 13 form part of these financial statements.

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31st OCTOBER 2013

	Note	2013		2012
		£	£	£
FIXED ASSETS				
Tangible assets	5		505,379	318,554
Investments	6		5	4
			<u>505,384</u>	<u>318,558</u>
CURRENT ASSETS				
Stocks		5,632		9,535
Debtors	7	1,436,425		1,462,695
Cash at bank		435,326		601,795
		<u>1,877,383</u>		<u>2,074,025</u>
CREDITORS: Amounts falling due within one year	8	1,025,146		1,090,478
			<u>852,237</u>	<u>983,547</u>
NET CURRENT ASSETS				
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>1,357,621</u>	<u>1,302,105</u>
PROVISIONS FOR LIABILITIES				
Deferred taxation	9		12,112	12,112
			<u>1,345,509</u>	<u>1,289,993</u>
RESERVES				
Other reserves	13		232,504	189,480
Profit and loss account	13		1,113,005	1,100,513
			<u>1,345,509</u>	<u>1,289,993</u>
MEMBERS' FUNDS				

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These accounts were approved by the shareholders and authorised for issue on, and are signed on their behalf by:

.....
MR. J.M. LALLY

Company Registration Number: 00519228

The notes on pages 8 to 13 form part of these financial statements.

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st OCTOBER 2013

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Consolidation

In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has therefore taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

Turnover

Turnover is calculated using generally accepted accounting policies (UK GAAP) and reflects the company's right to consideration that has arisen during the year. All figures are stated net of VAT.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Property	-	2% straight line
Office equipment	-	20% reducing balance
Motor Vehicles	-	25% straight line
Computer equipment	-	50% reducing balance

Assets purchased under £2,000 are recorded within office equipment and are depreciated at 100% straight line in the year of acquisition.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Deferred taxation

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st OCTOBER 2013

1. ACCOUNTING POLICIES *(continued)*

Financial instruments

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

Where the contractual obligations of financial instruments (including share capital) are equivalent to a similar debt instrument, those financial instruments are classed as financial liabilities. Financial liabilities are presented as such in the balance sheet. Finance costs and gains or losses relating to financial liabilities are included in the profit and loss account. Finance costs are calculated so as to produce a constant rate of return on the outstanding liability.

Where the contractual terms of share capital do not have any terms meeting the definition of a financial liability then this is classed as an equity instrument. Dividends and distributions relating to equity instruments are debited direct to equity.

Pension costs

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to the profit and loss account in the period to which they relate.

2. OPERATING PROFIT

Operating profit is stated after charging/(crediting):

	2013	2012
	£	£
Directors' remuneration	121,258	117,269
Staff pension contributions	82,504	71,470
Depreciation of owned fixed assets	32,754	28,300
Profit on disposal of fixed assets	–	(5,683)
Auditor's fees	8,272	6,699

3. DIRECTORS' PENSION SCHEMES

The number of directors who are accruing benefits under company pension schemes was as follows:

	2013	2012
	No	No
Money purchase schemes	1	1

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st OCTOBER 2013

4. TAXATION ON ORDINARY ACTIVITIES

Analysis of charge in the year

	2013	2012
	£	£
Current tax:		
UK Corporation tax based on the results for the year at 20% (2012 - 20%)	-	1,556
Total current tax	-	1,556
Deferred tax:		
Origination and reversal of timing differences (note 9)		
Capital allowances	-	12,112
Tax on profit on ordinary activities	-	13,668

5. TANGIBLE FIXED ASSETS

	Freehold Property £	Website £	Office equipment £	Motor Vehicles £	Computer equipment £	Total £
COST						
At 1 Nov 2012	324,745	94,701	398,904	23,617	44,165	886,132
Additions	-	186,359	16,105	-	17,115	219,579
At 31 Oct 2013	<u>324,745</u>	<u>281,060</u>	<u>415,009</u>	<u>23,617</u>	<u>61,280</u>	<u>1,105,711</u>
DEPRECIATION						
At 1 Nov 2012	135,887	-	378,425	12,234	41,032	567,578
Charge for the year	6,496	-	14,508	5,904	5,846	32,754
At 31 Oct 2013	<u>142,383</u>	<u>-</u>	<u>392,933</u>	<u>18,138</u>	<u>46,878</u>	<u>600,332</u>
NET BOOK VALUE						
At 31 Oct 2013	<u>182,362</u>	<u>281,060</u>	<u>22,076</u>	<u>5,479</u>	<u>14,402</u>	<u>505,379</u>
At 31 Oct 2012	<u>188,858</u>	<u>94,701</u>	<u>20,479</u>	<u>11,383</u>	<u>3,133</u>	<u>318,554</u>

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st OCTOBER 2013

6. INVESTMENTS

	Shares in group undertakings
	£
COST	
At 1st November 2012	4
Additions	1
At 31st October 2013	<u>5</u>
NET BOOK VALUE	
At 31st October 2013	<u>5</u>
At 31st October 2012	<u>4</u>

The company's investments at the balance sheet date in the share capital of companies include the following:

NCC Events Limited

Nature of business - Events organiser

	%
Class of shares:	holding
Ordinary	100

Aggregate capital and reserves at 31st October 2013: £TBC (2012: £540,931).

Profit for the year: £TBC (2012: £213,347).

NCC Cris Limited

Nature of business - National database of Caravan owners.

	%
Class of shares:	holding
Ordinary	100

Aggregate capital and reserves at 31st October 2013: £TBC .

Profit for the year: £TBC .

On the 9th January 2013, the company acquired 100% of the share capital of NCC CRIS Limited, a company incorporated in England and Wales.

Under the provision of section 398 of the Companies Act 2006 the company is exempt from preparing consolidated accounts and has not done so, therefore the accounts show information about the company as an individual entity.

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st OCTOBER 2013

7. DEBTORS

	2013	2012
	£	£
Trade debtors	710,639	646,301
Amounts owed by group undertakings	384,084	600,202
Other debtors	6,782	1,800
Prepayments and accrued income	334,920	214,392
	<u>1,436,425</u>	<u>1,462,695</u>

8. CREDITORS: Amounts falling due within one year

	2013	2012
	£	£
Trade creditors	95,512	203,507
Other creditors including taxation and social security:		
Corporation tax	-	1,556
PAYE and social security	29,476	32,435
VAT	202,231	123,598
Other creditors	11,191	55,471
Accruals and deferred income	686,736	673,911
	<u>929,634</u>	<u>886,971</u>
	<u>1,025,146</u>	<u>1,090,478</u>

9. DEFERRED TAXATION

The movement in the deferred taxation provision during the year was:

	2013	2012
	£	£
Provision brought forward	12,112	-
Profit and loss account movement arising during the year	-	12,112
Provision carried forward	<u>12,112</u>	<u>12,112</u>

The provision for deferred taxation consists of the tax effect of timing differences in respect of:

	2013	2012
	£	£
Excess of taxation allowances over depreciation on fixed assets	12,112	12,112
	<u>12,112</u>	<u>12,112</u>

**NATIONAL CARAVAN COUNCIL LIMITED
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st OCTOBER 2013

10. COMMITMENTS UNDER OPERATING LEASES

At 31st October 2013 the company had aggregate annual commitments under non-cancellable operating leases as set out below.

	2013	2012
	£	£
Operating leases which expire:		
Within 1 year	4,642	-
Within 2 to 5 years	16,094	4,642
	<u>20,736</u>	<u>4,642</u>

11. RELATED PARTY TRANSACTIONS

Throughout the current and previous year the company was controlled by the directors of the company.

During the year, the company provided loan capital of £TBC (2012 - £nil) and funded expenses amounting to £TBC (2012 - £67,603) on behalf of the subsidiary company, NCC Events Limited. The company also made management and other charges of £TBC (2012 - £553,778). At the balance sheet date, the balance due from NCC Events Limited was £115,922 (2012 - £600,202).

During the year, the company provided loan capital of £TBC and funded expenses amounting to £TBC on behalf of the subsidiary company, NCC CRIS Limited. The company also made management and other charges of £TBC. At the balance sheet date, the balance due from NCC CRIS Limited was £268,163 (2012 - £600,202).

12. COMPANY LIMITED BY GUARANTEE

The company has no share capital, but is limited by guarantee. The liability of each member is limited to £1.

13. RESERVES

	Special reserve	Profit and loss
	£	account
	£	£
Balance brought forward	189,480	1,100,513
Profit for the year	-	55,516
Other movements		
Income received to be carried forward in Special reserve	-	(43,024)
Increase in Special reserve for year	43,024	-
Balance carried forward	<u>232,504</u>	<u>1,113,005</u>

The special reserves rank similarly to the profit and loss account reserves in all respects but have been earmarked for future projects.