

WHA

CHARTERED ACCOUNTANTS AND STATUTORY AUDITORS

East House · 109 South Worple Way · London · SW14 8TN

Tel: +44 (0)20 8878 8383 · Fax: +44 (0)20 8392 2451 · Email: info@whitehartassociates.com

www.whitehartassociates.com

Ms Stacey Lunnon
Pension Practitioner.com Ltd
33/35 Daws Lane
London NW7 4SD

Our ref: NAS/WHA/J5/EPS

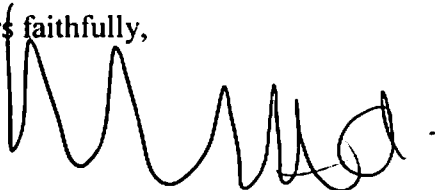
22 November 2013

Dear Stacey

Re: John Dingle Project Planning Limited – Executive Pension Scheme

Please find enclosed the Executive Pension Scheme accounts for the above for year ended 31 March 2013. No doubt you can arrange to complete the Return accordingly.

Yours faithfully,



White Hart Associates (London) Limited

Encs.



WHA is a trading name of White Hart Associates (London) Limited.
White Hart Associates (London) Limited is registered to carry out audit work in the UK and Ireland by The Institute of Chartered Accountants in England and Wales.
Company registered in England and Wales. Company No. 4520239
Directors: A list of directors is available at the registered office of the company.

ANNUAL REPORT

For the year ended 31 March 2013

For

**John Dingle Project Planning Ltd
Pension Scheme**

**WHITE HART ASSOCIATES LLP
CHARTERED ACCOUNTANTS AND STATUTORY AUDITORS
EAST HOUSE
109 SOUTH WORPLE WAY
LONDON SW14 8TN**

**John Dingle Project Planning Ltd
Pension Scheme**

**Contents of the Annual Report
for the year ended 31 March 2013**

	Page
Trustees and Advisers	1
Report of the Trustees	2 – 3
Report of the Accountants	4
Financial Statements: Fund Account	5
Net Assets Statement	6
Notes to the Financial Statements	7 – 10
Investment Report	11
Compliance Statement	12

**John Dingle Project Planning Ltd
Pension Scheme**

**Trustees and Advisers
For the year ended 31 March 2013**

TRUSTEES:	J E Dingle Mrs P T Lancaster
SPONSORING EMPLOYER:	John Dingle Project Planning Limited Hollyhurst House Mill Lane Chiddingfold Godalming Surrey GU8 4SJ
ACTUARY:	Pension Practitioner.com Ltd 33/35 Daws Lane London NW7 4SD
ACCOUNTANTS:	White Hart Associates LLP East House 109 South Worple Way London SW14 8TN
INVESTMENT MANAGERS:	AWD Chase de Vere Wealth Management First Floor, Goldvale House 27/41 Church Street West Woking Surrey GU21 6DH
BANKERS:	HSBC (Midland) 19 High Street Haslemere Surrey GU27 2HQ

**John Dingle Project Planning Ltd
Pension Scheme**

**Report of the Trustees
for the year ended 31 March 2013**

The trustees present their report for the year ended 31 March 2013.

The scheme is a Small Self Administered Pension Scheme and was formed to provide retirement benefits to employees of John Dingle Project Planning Limited and their dependants. The scheme has been approved as an exempt approved scheme under chapter 1 of Part XIV of the Income and Corporation Taxes Act 1988 and is contracted into the state earnings related pension scheme.

MANAGEMENT OF THE SCHEME

The trustees during the year under review were:

J E Dingle
Mrs P T Lancaster

The trustees are responsible for the administration and investment policy of the scheme.

The trust deed contains provisions for the appointment and removal of trustees. The trustees are appointed and may be removed by the principal employer.

A copy of the statement on pension trust principles issued by the Occupational Pension Board is available for inspection from J E Dingle, Hollyhurst House, Mill Lane, Chiddingfold, Godalming, Surrey, GU8 4SJ.

SPONSORING EMPLOYER

John Dingle Project Planning Limited
Hollyhurst House
Mill Lane
Chiddingfold
Godalming
Surrey GU8 4SJ

FINANCIAL DEVELOPMENT

The Financial Statements on pages 5 and 6 show that the value of the scheme's assets increased by £77,995 to £1,116,423 as at 31 March 2013. This change was comprised of net additions from dealings with members of £21,333 with a high net return on investments due to an increase in the market value.

Further details to the financial developments of the scheme can be found in the notes to the financial statements on pages 7 to 9.

**John Dingle Project Planning Ltd
Pension Scheme**

**Report of the Trustees
for the year ended 31 March 2013**

MEMBERSHIP

Details of membership of the scheme during the year are shown below:

	At 01.04.12	Increase	Decrease	At 31.03.13
Active members	2	-	-	2
Pensioners	-	-	-	-
Deferred pensioners	-	-	-	-
	<u>2</u>	<u>-</u>	<u>-</u>	<u>2</u>

INVESTMENT REPORT

Further details of investment performance are set out in the investment report included in the Annual Report.

COMPLIANCE STATEMENT

Additional information and statutory disclosures are given in the compliance statement included in the Annual Report.

TRUSTEES' MEETINGS

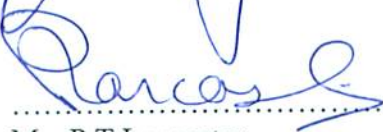
Trustees' meetings are held as and when required for the purposes of making decisions regarding the scheme.

CONTRIBUTIONS

Contributions received during the year from members and the participating employer were paid in accordance with the scheme rules and totalled - (2012 - £100,000).

Signed by the Trustees: ~


.....
J E Dingle


.....
Mrs P T Lancaster

Date: 15.11.2013.....

**Report of the Accountants to the Trustees of
John Dingle Project Planning Ltd
Pension Scheme**

In accordance with instructions given to us we have prepared without carrying out an audit the annexed financial statements from information and explanations supplied to us by the trustees.

A handwritten signature in black ink, consisting of a series of loops and a final flourish.

White Hart Associates LLP
East House
109 South Worple Way
London SW14 8TN

Date

**John Dingle Project Planning Ltd
Pension Scheme**

**Fund Account
For the year ended 31 March 2013**

		2013	2012
	Notes		
CONTRIBUTIONS & BENEFITS			
Contributions	2	-	<u>100,000</u>
Net additions from dealings With members		-	<u>100,000</u>
 RETURNS ON INVESTMENTS			
Investment income	4	15,003	15,523
Change in market value of investments	5	42,908	6,802
Investment management expenses	6	<u>(1,249)</u>	<u>(1,277)</u>
		<u>56,662</u>	<u>21,048</u>
 NET INCREASE/(DECREASE) IN THE FUND DURING THE YEAR		56,662	121,048
 NET ASSETS OF THE SCHEME			
AT 1 April 2012		<u>1,038,428</u>	<u>917,380</u>
AT 31 March 2013		<u>1,095,090</u>	<u>1,038,428</u>

**John Dingle Project Planning Ltd
Pension Scheme**


**Net Assets Statement
31 March 2013**


		2013	2012
	Notes		
Investment assets	5	592,696	527,598
Current assets	7	509,584	511,829
Current liabilities	8	<u>(7,190)</u>	<u>(999)</u>
Net Assets of the scheme at 31 March 2013		<u>1,095,090</u>	<u>1,038,428</u>

The financial statements summarise the transactions of the scheme and deal with the net assets at the disposal of the trustees. They do not take account of obligations to pay pensions and benefits which fall due after the end of the scheme year.

These financial statements were approved by the Trustees on15-11-2013..

Signed by the Trustees:


.....
J E Dingle


.....
Mrs P T Lancaster

**John Dingle Project Planning Ltd
Pension Scheme**

**Notes to the Financial Statements
for the year ended 31 March 2013**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared in accordance with the guidelines set out in the Statement of Recommended Practice, Financial Reports of Pension Schemes (revised May 2007).

The financial statements summarise the transactions of the scheme and deal with the net assets at the disposal of the trustees. They do not take account of obligations to pay pensions and benefits which fall due after the end of the scheme year.

Valuation of investments

All investments are valued at their market value at 31 March 2013 determined as follows:

- i) Listed securities are valued at the mid-market value ruling at the balance sheet date.
- ii) Unit Trust or managed fund investments are stated at the mid-point of the latest prices quoted by the managers prior to 31 March 2013.
- iii) Unlisted securities are valued by the investment managers, having due regard to latest dealings, professional valuations, asset values and other appropriate financial information.

Property

Property is valued at its open market value at the balance sheet date by the trustees.

Contribution income

Contributions relating to wages and salaries earned up to 31 March 2013 have been included in the financial statements.

Investment income

Interest and dividends, together with imputed tax credits (where applicable) are accounted for on an accruals basis.

2. CONTRIBUTIONS

	2013	2012
	£	£
Employers	-	<u>100,000</u>
Normal		

**John Dingle Project Planning Ltd
Pension Scheme**

**Notes to the Financial Statements
for the year ended 31 March 2013**

3. ADMINISTRATIVE EXPENSES

All administrative expenses are borne directly by John Dingle Project Planning Ltd

4. INVESTMENT INCOME

	2013	2012
Interest on loan to principal employer	-	500
Interest on cash deposits	3	23
Rent receivable	<u>15,000</u>	<u>15,000</u>
	<u>15,003</u>	<u>15,523</u>

5. INVESTMENTS

Investments purchased by the scheme are allocated to provide benefits to the individuals on whose behalf the corresponding contributions were paid. Accordingly, any assets identified as designated to members in the net assets statement do not form a common pool of assets available for members generally. Members receive an annual statement confirming the contributions paid on their behalf and the value of their money purchase rights.

The movements in investments during the year were:

	Value at 31.03.13	Value at 01.04.12
	£	£
Managed funds	365,506	322,598
Property	227,190	205,000
Other investments	<u>-</u>	<u>-</u>
	<u>592,696</u>	<u>527,598</u>

The change in market value of the investments during the year comprises all increases and decreases in the market value of investments held at any time during the year, including profits and losses realised on sales of investments during the year.

Pooled investment vehicles

	2013 £	2012 £
Managed funds		
Other	<u>365,506</u>	<u>322,598</u>

**John Dingle Project Planning Ltd
Pension Scheme**

**Notes to the Financial Statements
for the year ended 31 March 2013**

Property

	2013 £	2012 £
UK	<u>227,190</u>	<u>205,000</u>

The scheme has more than 5% of its net assets invested in managed funds with Sun Life. These policies are Executive Pension arrangements, allocated to individual members.

The policies are valued by Sun Life at the year end based on a bid value. The trustees are not committed to pay any future premiums and if premiums were discontinued the units would be carried forward until such time as the trustees choose to sell them.

The scheme has more than 5% of its net assets invested in freehold property and land. The property and land are currently being leased to the employer at a market rate.

6. INVESTMENT MANAGEMENT EXPENSES

All investment management expenses are borne directly by John Dingle Project Planning Limited.

7. CURRENT ASSETS

	2013 £	2012 £
Rent debtor	-	-
Bank balances	507,583	511,829
Other debtors	2,001	-
	<u>509,584</u>	<u>511,829</u>

8. CURRENT LIABILITIES

	2013 £	2012 £
Other creditors	<u>7,190</u>	<u>999</u>

**John Dingle Project Planning Ltd
Pension Scheme**

**Notes to the Financial Statements
for the year ended 31 March 2013**

9. RELATED PARTY DISCLOSURES

Included within investments is a loan balance of £0 (2012 £0) due from John Dingle Project Planning Ltd, the principal employer.

Rent is payable by the principal employer to the scheme; the charge for the year was £15,000 (2012 £15,000). There was rent of £nil outstanding at the year end (2012 – £nil).

Accountancy fees are met by the principal employer.

**John Dingle Project Planning Ltd
Pension Scheme**

**Investment Report
for the year ended 31 March 2013**

INVESTMENT MANAGERS

The investments of the scheme are managed by the trustees with advice from AWD Chase de Vere Wealth Management. The advisor is responsible for selecting appropriate investments in accordance with the Trustees' statement of investment principals, and for managing the investment portfolio, with the exception of the property investments.

The performance of the investment manager is reviewed at the quarterly trustees meetings, at which a presentation is given by a member of staff from the investment manager.

INVESTMENT PRINCIPLES

The trustees have produced a statement of investment principles as required by Section 35 of the Pensions Act 1995, a copy of which is available on request.

DEPARTURES FROM INVESTMENT PRINCIPLES

There have been no departures from investment principles during the year.

CUSTODIAL ARRANGEMENTS

The investment manager provides a custodial service in respect of the investments of the scheme, with the exception of cash deposits and properties. All investments are registered in the name of the scheme and the trustees obtain confirmation from the investment advisors on a quarterly basis that this remains the case. The investment manager has in the past outlined the system of internal control in place within the organisation to secure safe custody of the scheme's assets, and the trustees are satisfied with these arrangements.

The title deeds of the freehold property are registered in the name of the scheme.

**John Dingle Project Planning Ltd
Pension Scheme**

**Compliance Statement
for the year ended 31 March 2013**

TAX STATUS OF SCHEME

The scheme has been approved by H M Revenue & Customs as an exempt approved scheme. The trustees are not aware of any matters which might prejudice the tax status of the scheme.

The scheme's income and chargeable gains are free of UK income and capital gains tax, and the tax recoverable on the scheme's income is treated as part of that income.