ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018



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### **COMPANY INFORMATION**

DIRECTORS

R Robinson G A Neill B C Robinson A R Akers J D Parkin M L Robinson

**COMPANY SECRETARY** 

G K Smith

G K Smith

**REGISTERED NUMBER** 

00455065

**REGISTERED OFFICE** 

79/81 South Street Bishop's Stortford Hertfordshire CM23 3AL

**INDEPENDENT AUDITORS** 

Price Bailey LLP

Chartered Accountants & Statutory Auditors

Causeway House 1 Dane Street Bishop's Stortford Hertfordshire CM23 3BT

### CONTENTS

|                                   | Page    |
|-----------------------------------|---------|
| Strategic Report                  | 1       |
| Directors' Report                 | 2-3     |
| Independent Auditors' Report      | 4 - 6   |
| Profit and Loss Account           | 7       |
| Statement of Comprehensive Income | 8       |
| Balance Sheet                     | 9       |
| Statement of Changes in Equity    | 10 - 11 |
| Statement of Cash Flows           | 12      |
| Notes to the Financial Statements | 13 - 27 |

### STRATEGIC REPORT FOR THE YEAR ENDED 31 MARCH 2018

### INTRODUCTION

The principle activity of the Company continues to be that of Funeral Directors.

### **BUSINESS REVIEW**

The Directors are pleased to report that all of our Funeral Homes have continued to perform well.

Turnover for the year was £10.9M, which is 4% up on the previous year. The gross profit margin was 52% (2017 – 52%), and the net profit margin was 15% (2017 – 12%).

These excellent results have been produced even though there has been increased competition in our trading area and the death rate has remained static. Funeral numbers were budgeted to rise by 3%, but actually remained at a similar level to the prior year. We regularly review our profit margins and market share by monitoring trends. Our review demonstrates that we have increased or maintained our market share, in all of our trading areas.

During the year there have been some key developments within the business, including some significant renovation work and the purchase of two new buildings, as part of our improvement and expansion plans. The Company also made a major investment in a new fleet of hearses and limousines as part of our programme to update our vehicles.

We have invested time in the development of the senior management team and in business/succession planning for the future. The year ahead will see us focusing on all offices, especially in those branches that we have identified as key growth areas.

The principle risks and uncertainties to our business are increasing local competition and the unpredictable nature of the national death rate, or more specifically the death rate in our trading areas. However, the directors are confident that the current business plans are robust and flexible enough to continue to deliver further growth going favord.

This report was approved by the board and signed on its behalf.

G A Neill Director

Date: 12TH JUNE 2018

### DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2018

The Directors present their report and the financial statements for the year ended 31 March 2018.

### **RESULTS AND DIVIDENDS**

The profit for the year, after taxation, amounted to £1,461,033 (2017 - £1,013,822).

A final dividend has been proposed for the year ended 31 March 2018 of £465,609. This has not been included in this years accounts.

### **DIRECTORS**

The Directors who served during the year were:

R Robinson

G A Neill

**B C Robinson** 

A R Akers

J D Parkin

M L Robinson

G K Smith

### CHARITABLE AND POLITICAL DONATIONS

Direct donations of a charitable nature made during the year amounted to £2,847. The Company made no political donations in the year.

The Company continued organising and participating in many local charitable events, which is part of our ongoing commitment to the communities which we serve.

The Daniel Robinson & Sons Golf Day was extremely successful, raising £40,000 which was used to fund specialist physiotherapy for three local children who have Cerebral Palsy in their lower limbs. This was the thirteenth year of the Golf Day, during which time we have raised a total of £224,000 through this event.

The Company also supported the Light up a Life Christmas appeal for St Helena, St Clare, Arthur Rank, Isabel and Farleigh Hospices, and all offices continue to contribute to Rotary networking and fundraising events in their respective trading areas.

### POST BALANCE SHEET EVENTS

There have been no significant events affecting the Company since the year end.

### DIRECTORS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

### **DIRECTORS' RESPONSIBILITIES STATEMENT**

The Directors are responsible for preparing the Strategic Report, 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 applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. 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 period.

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

- select suitable accounting policies for the Company's financial statements and then apply them consistently;
- make judgments 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 to 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.

### DISCLOSURE OF INFORMATION TO AUDITORS

Each of the persons who are Directors at the time when this Directors' Report is approved has confirmed that:

- so far as the Director is aware, there is no relevant audit information of which the Company's auditors are unaware, and
- the Director has taken all the steps that ought to have been taken as a Director in order to be aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

### **AUDITORS**

The auditors, Price Bailey LLP, will be proposed for reappointment in accordance with section 485 of the Companies Act 2006.

This report was approved by the board and signed on its behalf.

G K Smith Secretary

Date: 12TH JUNE, 72018

## INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF DANIEL ROBINSON & SONS LIMITED

### **OPINION**

We have audited the financial statements of Daniel Robinson & Sons Limited (the 'Company') for the year ended 31 March 2018, which comprise the Profit and Loss Account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Company's affairs as at 31 March 2018 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.

### **BASIS FOR OPINION**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **USE OF OUR REPORT**

This report is made solely to the Company's members, as a body, in accordance with Chapter 3 of Part 16 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 Auditors' 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.

### **CONCLUSIONS RELATING TO GOING CONCERN**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Directors have not disclosed in the financial statements any identified material uncertainties that may
  cast significant doubt about the Company's ability to continue to adopt the going concern basis of
  accounting for a period of at least twelve months from the date when the financial statements are
  authorised for issue.

### OTHER INFORMATION

The Directors are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly

# INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF DANIEL ROBINSON & SONS LIMITED (CONTINUED)

stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Strategic Report and the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Strategic Report and the Directors' Report have been prepared in accordance with applicable legal requirements.

### MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the Company and its environment obtained in the course of the audit, we have not identified material misstatements in the Strategic Report or the Directors' Report.

We have nothing to report in respect of the following matters in relation to which 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.

### **RESPONSIBILITIES OF DIRECTORS**

As explained more fully in the Directors' Responsibilities Statement on page 3, the Directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Directors are responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

# INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF DANIEL ROBINSON & SONS LIMITED (CONTINUED)

### **AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

Richard Vass (Senior Statutory Auditor)

for and on behalf of **Price Bailey LLP** 

Chartered Accountants Statutory Auditors

Causeway House 1 Dane Street Bishop's Stortford Hertfordshire CM23 3BT

Date: 20 June 2018

### PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2018

|  | Note | 2018        | 2017        |
|--|------|-------------|-------------|
|  | Note | £           | £           |
| Turnover                               | 3    | 10,906,155  | 10,535,777  |
| Cost of sales                          |      | (5,174,493) | (5,017,522) |
| GROSS PROFIT                           |      | 5,731,662   | 5,518,255   |
| Administrative expenses                |      | (4,309,868) | (4,372,769) |
| Other operating income                 | 4    | 228,780     | 141,255     |
| OPERATING PROFIT                       | 5    | 1,650,574   | 1,286,741   |
| Interest receivable and similar income | 9    | 9,643       | 2,469       |
| Interest payable and similar expenses  | 10   | (364)       | (10,942)    |
| PROFIT BEFORE TAX                      |      | 1,659,853   | 1,278,268   |
| Tax on profit                          | 11   | (198,820)   | (264,446)   |
| PROFIT FOR THE FINANCIAL YEAR          |      | 1,461,033   | 1,013,822   |
|  |      |             |             |

### STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 MARCH 2018

|   | Note | 2018<br>£ | 2017<br>£ |
|---|------|-----------|-----------|
| Profit for the financial year           |      | 1,461,033 | 1,013,822 |
| OTHER COMPREHENSIVE INCOME              |      |           | n & .     |
| Deferred tax movement                   | 22   | 4,080     | 4,742     |
| OTHER COMPREHENSIVE INCOME FOR THE YEAR |      | 4,080     | 4,742     |
| TOTAL COMPREHENSIVE INCOME FOR THE YEAR |      | 1,465,113 | 1,018,564 |
|   |      |           |           |

## DANIEL ROBINSON & SONS LIMITED REGISTERED NUMBER: 00455065

### BALANCE SHEET AS AT 31 MARCH 2018

|   | Note |             | 2018<br>£ |              | 2017<br>£ |
|---|------|-------------|-----------|--------------|-----------|
| FIXED ASSETS  |      |             |           |              |           |
| Intangible assets                                       | 13   |             | 307,465   |              | 566,874   |
| Tangible assets   | 14   |             | 6,158,845 | 23           | 4,625,519 |
| Investment property                                     | 15   |             | 1,466,702 |              | 2,216,702 |
|   |      | •           | 7,933,012 | •            | 7,409,095 |
| CURRENT ASSETS  |      |             |           |              |           |
| Stocks  | 16   | 65,114      |           | 58,798       |           |
| Debtors: amounts falling due within one year            | 17   | 1,494,700   |           | 1,469,485    |           |
| Cash at bank and in hand                                | 18   | 1,278,606   |           | 1,032,722    |           |
|   |      | 2,838,420   |           | 2,561,005    |           |
| Creditors: amounts falling due within one               |      | (4 400 000) |           | // /00 00 // |           |
| year  | . 19 | (1,400,939) |           | (1,469,964)  |           |
| NET CURRENT ASSETS TOTAL ASSETS LESS CURRENT            |      | _           | 1,437,481 |              | 1,091,041 |
| LIABILITIES   |      |             | 9,370,493 |              | 8,500,136 |
| Creditors: amounts falling due after more than one year | 20   |             | _         |              | (6,000)   |
| PROVISIONS FOR LIABILITIES                              |      |             |           |              | (-,,      |
| Deferred tax  | 22   | (191,173)   |           | (346,804)    |           |
| Other provisions  | 23   | (130,000)   |           | (130,000)    |           |
| ·   |      |             | (321,173) |              | (476,804) |
| NET ASSETS  |      | -           | 9,049,320 | •            | 8,017,332 |
| CAPITAL AND RESERVES                                    |      | •           |           | :            |           |
| Called up share capital                                 | 24   |             | 164,993   |              | 164,993   |
| Share premium account                                   | 25   |             | 43,063    |              | 43,063    |
| Revaluation reserve                                     | 25   |             | 1,463,563 |              | 1,480,275 |
| Capital redemption reserve                              | 25   |             | 2,777     |              | 2,777     |
| Profit and loss account                                 | 25   |             | 7,374,924 |              | 6,326,224 |
|   | -    | -           | 9,049,320 | -            | 8,017,332 |
|   | •    | :           | -,-,-,    | ;            | -, , ,    |

The financial statements were approved and authorised for issue by the board and were signed on its behalf by:

R Robinson Director

Date:

12.6. 2018.

# STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 MARCH 2018

|           | AT 34 MARCH 2018 | TOTAL TRANSACTIONS WITH OWNERS | Transfer to/from profit and loss account | Dividends: Equity capital | CONTRIBUTIONS BY AND DISTRIBUTIONS TO OWNERS | TOTAL COMPREHENSIVE INCOME FOR THE YEAR | Deferred tax movement | Profit for the year | COMPREHENSIVE INCOME FOR THE YEAR | At 1 April 2017 |     |                            |
|-----------|------------------|--------------------------------|--|---------------------------|--|---|-----------------------|---------------------|-----------------------------------|-----------------|-----|----------------------------|
| -04,393   | 164 003          | 1                              | ı  | •                         |  | ı                                       | 1                     |                     |                                   | 164,993         | מיו | Called up<br>share capital |
| +0,000    | 43 063           |                                | •  |                           |  |   | •                     | ı                   |                                   | 43,063          | מז  | Share premium account      |
| 2,777     | 2 777            |                                |  | •                         |  | 1,                                      | •                     | 1                   |                                   | 2,777           | מיז | Capital redemption reserve |
| 1,400,000 | 1 463 563        | (20,792)                       | (20,792)                                 | ·1                        |  | 4,080                                   | 4,080                 | - = F               | ÷.                                | 1,480,275       |     | Revaluation reserve        |
| 1,314,324 | 7 374 024        | (412,333)                      | 20,792                                   | (433,125)                 |  | 1,461,033                               | ı                     | 1,461,033           |                                   | 6,326,224       | מיז | Profit and loss account    |
| 9,049,320 | 0 040 330        | (433,125)                      | ı  | (433,125)                 |  | 1,465,113                               | 4,080                 | 1,461,033           | •                                 | 8,017,332       | ભા  | Total equity               |

# STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 MARCH 2017

| AT 31 MARCH 2017 | TOTAL TRANSACTIONS WITH OWNERS | Transfer to/from profit and loss account | CONTRIBUTIONS BY AND DISTRIBUTIONS TO OWNERS | TOTAL COMPREHENSIVE INCOME FOR THE YEAR | Deferred tax movement | Profit for the year | COMPREHENSIVE INCOME FOR THE YEAR | At 1 April 2016 |      |                            |
|------------------|--------------------------------|--|--|---|-----------------------|---------------------|-----------------------------------|-----------------|------|----------------------------|
| 164,993          | 1                              |  |  |   | 1                     | ı                   |                                   | 164,993         | יח   | Called up<br>share capital |
| 43,063           | ı                              |  |  | ı                                       | 1                     | 1                   |                                   | 43,063          | מא   | Share premium account      |
| 2,777            | 1                              |  |  | •                                       | •                     | ı                   |                                   | 2,777           | מז   | Capital redemption reserve |
| 1,480,275        | (20,792)                       | (20,792)                                 |  | 4,742                                   | 4,742                 | •                   |                                   | 1,496,325       | מא   | Revaluation<br>rese ve     |
| 6,326,224        | (364,208)                      | (385,000)<br>20,792                      |  | 1,013,822                               | t                     | 1,013,822           |                                   | 5,676,610       | מא   | Profit and loss account    |
| 8,017,332        | (385,000)                      | (385,000)                                |  | 1,018,564                               | 4,742                 | 1,013,822           |                                   | 7,383,768       | י מז | Total equity               |

### STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2018

|  | 2018        | 2017      |
|--|-------------|-----------|
| CASH FLOWS FROM OPERATING ACTIVITIES                                 | £           | £         |
| Profit for the financial year  | 1,461,033   | 1,013,822 |
| ADJUSTMENTS FOR:   |             |           |
| Amortisation of intangible assets                                    | 259,409     | 321,355   |
| Depreciation of tangible assets                                      | 411,983     | 326,251   |
| Profit on disposal of tangible assets                                | (58,147)    | -         |
| Interest paid  | 364         | 10,942    |
| Interest received  | (9,643)     | (2,469)   |
| Taxation charge  | 198,820     | 264,446   |
| (Increase)/decrease in stocks  | (6,318)     | 9,746     |
| (Increase) in debtors  | (25,215)    | (330,396) |
| (Decrease)/increase in creditors                                     | (117,327)   | 402,148   |
| Corporation tax paid   | (296,069)   | (231,226) |
| NET CASH GENERATED FROM OPERATING ACTIVITIES                         | 1,818,890   | 1,784,619 |
| CASH FLOWS FROM INVESTING ACTIVITIES                                 |             |           |
| Purchase of intangible fixed assets                                  | -           | (100,000) |
| Purchase of tangible fixed assets                                    | (1,799,172) | (596,873) |
| Sale of tangible fixed assets  | 122,012     | -         |
| Sale of investment properties  | 540,000     | -         |
| Interest received  | 9,643       | 2,469     |
| HP interest paid   | (364)       | -         |
| NET CASH FROM INVESTING ACTIVITIES                                   | (1,127,881) | (694,404) |
| CASH FLOWS FROM FINANCING ACTIVITIES                                 |             |           |
| Repayment of loans   | -           | (412,894) |
| Repayment of/new finance leases                                      | (12,000)    | 12,000    |
| Dividends paid   | (433,125)   | (385,000) |
| Interest paid  |             | (10,942)  |
| NET CASH USED IN FINANCING ACTIVITIES                                | (445,125)   | (796,836) |
| INCREASE IN CASH AND CASH EQUIVALENTS                                | 245,884     | 293,379   |
| Cash and cash equivalents at beginning of year                       | 1,032,722   | 739,343   |
| CASH AND CASH EQUIVALENTS AT THE END OF YEAR                         | 1,278,606   | 1,032,722 |
| CASH AND CASH EQUIVALENTS AT THE END OF YEAR COMPRISE:               |             |           |
| Cash at bank and in hand   | 1,278,606   | 1,032,722 |
| The notes on pages 13 to 27 form part of these financial statements. |             |           |

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 1. GENERAL INFORMATION

The company is a private limited Company by shares and is incorporated in England and Wales. The address of its Registered Office is 79/81 South Street, Bishop's Stortford, Hertfordshire, CM23 3AL.

### 2. ACCOUNTING POLICIES

### 2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and the Companies Act 2006.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgment in applying the Company's accounting policies.

The following principal accounting policies have been applied:

### 2.2 REVENUE

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Company and the revenue can be reliably measured. Revenue is measured as the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes. The following criteria must also be met before revenue is recognised:

### Sale of goods

Revenue from the sale of goods is recognised when all of the following conditions are satisfied:

- the Company has transferred the significant risks and rewards of ownership to the buyer;
- the Company retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the Company will receive the consideration due under the transaction; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

### Rendering of services

Revenue from a contract to provide services is recognised in the period in which the services are provided in accordance with the stage of completion of the contract when all of the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the Company will receive the consideration due under the contract;
- the stage of completion of the contract at the end of the reporting period can be measured reliably; and
- the costs incurred and the costs to complete the contract can be measured reliably.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 2. ACCOUNTING POLICIES (CONTINUED)

### 2.3 Intangible assets

### Goodwill

Goodwill represents the difference between amounts paid on the cost of a business combination and the acquirer's interest in the fair value of its identifiable assets and liabilities of the acquiree at the date of acquisition. Subsequent to initial recognition, goodwill is measured at cost less accumulated amortisation and accumulated impairment losses. Goodwill is amortised on a straight line basis to the Profit and Loss Account over its useful economic life.

### Other intangible assets

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

All intangible assets are considered to have a finite useful life. If a reliable estimate of the useful life cannot be made, the useful life shall not exceed ten years.

Amortisation is provided on the following bases:

Goodwill

20 % Straight Line

### 2.4 TANGIBLE FIXED ASSETS

Tangible fixed assets under the cost model, other than investment properties, are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Freehold property

- evenly over 50 years

Short term leasehold property

- evenly over the lease term

Plant & machinery

- straight line over 7 years

Motor vehicles Computer equipment - 10-20% straight line

- 25% straight line

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Profit and Loss Account.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 2. ACCOUNTING POLICIES (CONTINUED)

### 2.5 REVALUATION OF TANGIBLE FIXED ASSETS

Individual freehold and leasehold properties are carried at current year value at fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Revaluations are undertaken with sufficient regularity to ensure the carrying amount does not differ materially from that which would be determined using fair value at the Balance Sheet date.

Fair values are determined from market based evidence normally undertaken by professionally qualified valuers.

Revaluation gains and losses are recognised in the Profit and Loss Account unless losses exceed the previously recognised gains or reflect a clear consumption of economic benefits, in which case the excess losses are recognised in profit or loss.

### 2.6 OPERATING LEASES: THE COMPANY AS LESSEE

Rentals paid under operating leases are charged to the Profit and Loss Account on a straight line basis over the lease term.

### 2.7 INVESTMENT PROPERTY

Investment property is carried at fair value determined annually by external valuers and derived from the current market rents and investment property yields for comparable real estate, adjusted if necessary for any difference in the nature, location or condition of the specific asset. No depreciation is provided. Changes in fair value are recognised in the Profit and Loss Account.

### 2.8 STOCKS

Stocks are stated at the lower of cost and net realisable value, being the estimated selling price less costs to complete and sell. Cost is based on the cost of purchase on a weighted averagebasis. Work in progress and finished goods include labour and attributable overheads.

At each balance sheet date, stocks are assessed for impairment. If stock is impaired, the carrying amount is reduced to its selling price less costs to complete and sell. The impairment loss is recognised immediately in profit or loss.

### 2.9 DEBTORS

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

### 2.10 CASH AND CASH EQUIVALENTS

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the Company's cash management.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 2. ACCOUNTING POLICIES (CONTINUED)

### 2.11 FINANCIAL INSTRUMENTS

The Company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to related parties and investments in non-puttable ordinary shares.

Debt instruments (other than those wholly repayable or receivable within one year), including loans and other accounts receivable and payable, are initially measured at present value of the future cash flows and subsequently at amortised cost using the effective interest method. Debt instruments that are payable or receivable within one year, typically trade debtors and creditors, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received. However, if the arrangements of a short-term instrument constitute a financing transaction, like the payment of a trade debt deferred beyond normal business terms or financed at a rate of interest that is not a market rate or in the case of an out-right short-term loan not at market rate, the financial asset or liability is measured, initially, at the present value of the future cash flow discounted at a market rate of interest for a similar debt instrument and subsequently at amortised cost.

### 2.12 CREDITORS

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

### 2.13 FINANCE COSTS

Finance costs are charged to the Profit and Loss Account over the term of the debt using the effective interest method so that the amount charged is at a constant rate on the carrying amount. Issue costs are initially recognised as a reduction in the proceeds of the associated capital instrument.

### 2.14 DIVIDENDS

Equity dividends are recognised when they become legally payable. Interim equity dividends are recognised when paid. Final equity dividends are recognised when approved by the shareholders at an annual general meeting. Dividends on shares recognised as liabilities are recognised as expenses and classified within interest payable.

### 2.15 PENSIONS

### Defined contribution pension plan

The Company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Company pays fixed contributions into a separate entity. Once the contributions have been paid the Company has no further payment obligations.

The contributions are recognised as an expense in the Profit and Loss Account when they fall due. Amounts not paid are shown in accruals as a liability in the Balance Sheet. The assets of the plan are held separately from the Company in independently administered funds.

### 2.16 INTEREST INCOME

Interest income is recognised in the Profit and Loss Account using the effective interest method.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 2. ACCOUNTING POLICIES (CONTINUED)

### 2.17 PROVISIONS FOR LIABILITIES

Provisions are made where an event has taken place that gives the Company a legal or constructive obligation that probably requires settlement by a transfer of economic benefit, and a reliable estimate can be made of the amount of the obligation.

Provisions are charged as an expense to the Profit and Loss Account in the year that the Company becomes aware of the obligation, and are measured at the best estimate at the Balance Sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet.

### 2.18 CURRENT AND DEFERRED TAXATION

The tax expense for the year comprises current and deferred tax. Tax is recognised in the Profit and Loss Account, except that a charge attributable to an item of income and expense recognised as other comprehensive income or to an item recognised directly in equity is also recognised in other comprehensive income or directly in equity respectively.

The current income tax charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the balance sheet date in the countries where the Company operates and generates income.

Deferred tax balances are recognised in respect of all timing differences that have originated but not reversed by the Balance Sheet date, except that:

- The recognition of deferred tax assets is limited to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits; and
- Any deferred tax balances are reversed if and when all conditions for retaining associated tax allowances have been met.

Deferred tax balances are not recognised in respect of permanent differences except in respect of business combinations, when deferred tax is recognised on the differences between the fair values of assets acquired and the future tax deductions available for them and the differences between the fair values of liabilities acquired and the amount that will be assessed for tax. Deferred tax is determined using tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

### 3. TURNOVER

All turnover arose within the United Kingdom.

### 4. OTHER OPERATING INCOME

|   | 2018    | 2017    |
|---|---------|---------|
|   | £       | £       |
| Rents receivable                            | 128,993 | 136,417 |
| Profit on disposal of investment properties | 95,167  | -       |
| Commissions receivable                      | 4,620   | 4,838   |
|   | 228,780 | 141,255 |
|   |         |         |

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 5. OPERATING PROFIT

The operating profit is stated after charging:

|    |   | 2018<br>£        | 2017<br>£   |
|----|---|------------------|-------------|
|    | Depreciation of tangible fixed assets   | 411,981          | 326,251     |
|    | Amortisation of intangible assets, including goodwill   | 259,409          | 321,355     |
|    | Other operating lease rentals   | 144,563          | 142,737     |
|    | Defined contribution pension cost   | 103,421          | 101,931     |
| 6. | AUDITORS' REMUNERATION  |                  |             |
| 0. | AUDITORS REMONERATION   |                  |             |
|    | FEES PAYABLE TO THE COMPANY'S AUDITOR AND ITS ASSOCIATES IN RESPECT OF:   |                  |             |
|    | Fees payable to the Company's auditor and its associates for the audit of the Company's annual financial statements | 6,700            | 6,500       |
|    | Taxation compliance services  | 5,900            | 5,025       |
|    |   | 12,600           | 11,525      |
|    |   |                  |             |
| 7. | EMPLOYEES   |                  |             |
|    | Staff costs, including Directors' remuneration, were as follows:  |                  |             |
|    |   | 2018<br>£        | 2017<br>£   |
|    | Wages and salaries  | 2,825,557        | 2,680,542   |
|    | Social security costs   | 260,725          | 248,896     |
|    | Cost of defined contribution scheme   | 103,421          | 101,931     |
|    |   | 3,189,703        | 3,031,369   |
|    | The average monthly number of employees, including the Directors, during t  | he year was as t | follows:    |
|    |   | 0040             | 2047        |
|    |   | 2018<br>No.      | 2017<br>No. |
|    | Production  | 59               | 54          |
|    | Administration  | 56               | 53          |
|    |   | 115              | 107         |
|    |   |                  |             |

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 8. DIRECTORS' REMUNERATION

|   | 2018<br>£ | 2017<br>£ |
|---|-----------|-----------|
| Directors' emoluments   | 281,638   | 274,418_  |
| Company contributions to defined contribution pension schemes | 28,151    | 41,616    |
|   | 309,789   | 316,034   |
| <del></del>   |           |           |

During the year retirement benefits were accruing to 1 Director (2017 - 1) in respect of defined contribution pension schemes.

• The highest paid Director received remuneration of £196,772 (2017 - £192,459).

The value of the company's contributions paid to a defined contribution pension scheme in respect of the highest paid Director amounted to £28,151 (2017 - £41,616).

### 9. INTEREST RECEIVABLE

|     |   | 2018<br>£ | 2017<br>£ |
|-----|---|-----------|-----------|
|     | Other interest receivable                         | 9,643     | 2,469     |
| 10. | INTEREST PAYABLE AND SIMILAR EXPENSES             |           |           |
|     |   | 2018<br>£ | 2017<br>£ |
|     | Bank interest payable                             | -         | 10,942    |
|     | Finance leases and hire purchase contracts        | 364       | -         |
|     |   | 364       | 10,942    |
| 11. | TAXATION  |           |           |
|     |   | 2018      | 2017      |
|     | CORPORATION TAX                                   | £         | £         |
|     | Current tax on profits for the year  DEFERRED TAX | 350,371   | 296,069   |
|     | Origination and reversal of timing differences    | (151,551) | (31,623)  |
|     | TAXATION ON PROFIT ON ORDINARY ACTIVITIES         | 198,820   | 264,446   |
|     | ·   |           |           |

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 11. TAXATION (CONTINUED)

### FACTORS AFFECTING TAX CHARGE FOR THE YEAR

The tax assessed for the year is lower than (2017 - higher than) the standard rate of corporation tax in the UK of 19% (2017 - 20%). The differences are explained below:

|   | 2018<br>£ | 2017<br>£ |
|---|-----------|-----------|
| Profit on ordinary activities before tax  | 1,659,853 | 1,278,268 |
| Profit on ordinary activities multiplied by standard rate of corporation tax in the UK of 19% (2017 - 20%)  EFFECTS OF: | 315,372   | 255,654   |
| Expenses not deductible for tax purposes, other than goodwill amortisation and impairment                               | 1,672     | 1,675     |
| Movement in deferred tax on property revaluations through the Profit and Loss Account                                   | (135,462) | (12,406)  |
| Depreciation in respect of non-qualifying land and buildings  | 17,191    | 19,523    |
| Adjustment regarding change in tax rates  | (26,068)  | -         |
| Capital gains   | 26,115    | -         |
| TOTAL TAX CHARGE FOR THE YEAR   | 198,820   | 264,446   |
|   |           |           |

### **FACTORS THAT MAY AFFECT FUTURE TAX CHARGES**

There were no factors that may affect future tax charges.

### 12. DIVIDENDS

|                                  | 2018<br>. £ | 2017<br>£ |
|----------------------------------|-------------|-----------|
| Dividends paid on equity capital | 433,125     | 385,000   |

Dividends declared after the year end do not meet the definition of a liability and are only recognised in the year that they are declared and appropriately approved.

A final dividend has been proposed for the year ended 31 March 2018 of £465,609. This has not been included in this years accounts.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 13. INTANGIBLE ASSETS

|                     | Goodwill<br>£ |
|---------------------|---------------|
| Cost                |               |
| At 1 April 2017     | 1,689,048     |
| At 31 March 2018    | 1,689,048     |
| Amortisation        |               |
| At 1 April 2017     | 1,122,174     |
| Charge for the year | 259,409       |
| At 31 March 2018    | 1,381,583     |
| Net book value      |               |
| At 31 March 2018    | 307,465       |
| At 31 March 2017    | 566,874       |

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 14. TANGIBLE FIXED ASSETS

|  | Land and buildings | Plant & machinery | Motor<br>vehicles<br>£ | Office equipment £ | Total<br>£                 |
|--|--------------------|-------------------|------------------------|--------------------|----------------------------|
| Cost or valuation                      |                    |                   |                        |                    |                            |
| At 1 April 2017                        | 3,622,309          | 780,364           | 2,121,229              | 104,929            | 6,628,831                  |
| Additions                              | 1,004,842          | 19,546            | 746,205                | 28,579             | 1,799,172                  |
| Disposals                              | -                  | -                 | (517,841)              | -                  | (517,841)                  |
| Transfers from Investment Property     | 210,000            |                   | <u>.</u>               | -                  | 210,000                    |
| At 31 March 2018                       | 4,837,151          | 799,910           | 2,349,593              | 133,508            | 8,120,162                  |
|  |                    |                   |                        |                    |                            |
| Depreciation                           | 0.47.000           | 004.004           | 4 047 504              | 70.540             | 0.000.040                  |
| At 1 April 2017                        | 247,608            | 661,624           | 1,017,561              | 76,519             | 2,003,312                  |
| Charge for the year on owned assets    | 101,123            | 38,530            | 244,699                | 27,629             | 411,981                    |
| Disposals                              | -                  | -                 | (453,976)              | -                  | (453,976)                  |
| At 31 March 2018                       | 348,731            | 700,154           | 808,284                | 104,148            | 1,961,317                  |
| Net book value                         |                    |                   |                        |                    |                            |
| At 31 March 2018                       | 4,488,420          | 99,756            | 1,541,309              | 29,360             | 6,158,845                  |
| At 31 March 2017                       | 3,374,701          | 118,740           | 1,103,668              | 28,410             | 4,625,519                  |
| The net book value of land and         | l buildings may    | be further analy  | sed as follows:        |                    |                            |
|  |                    |                   |                        | 2018<br>£          | 2017<br>£                  |
| Freehold                               |                    |                   |                        | 4,373,124          | 3,250,819                  |
| Short leasehold                        |                    |                   |                        | 115,296            | 123,882                    |
| •                                      |                    |                   |                        | 4,488,420          | 3,374,701                  |
|  |                    |                   |                        |                    |                            |
| Cost or valuation at 31 March 2        | 2018 is as follow  | /s:               |                        |                    |                            |
|  |                    |                   |                        |                    | Land and<br>buildings<br>£ |
| At cost                                |                    |                   |                        |                    | 3,797,564                  |
| At valuation: At transition of FRS 102 |                    |                   |                        |                    | 1,039,587                  |
|  |                    |                   |                        |                    | 4,837,151                  |
| •                                      | •                  |                   |                        |                    | <del></del>                |

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 14. TANGIBLE FIXED ASSETS (CONTINUED)

If the land and buildings had not been included at valuation they would have been included under the historical cost convention as follows:

|                          | 2018<br>£ | 2017<br>£ |
|--------------------------|-----------|-----------|
| Cost                     | 3,797,565 | 2,582,723 |
| Accumulated depreciation | (265,563) | (185,232) |
| Net book value           | 3,532,002 | 2,397,491 |
|                          |           |           |

### 15. INVESTMENT PROPERTY

|                               | property<br>£ |
|-------------------------------|---------------|
| Valuation                     |               |
| At 1 April 2017               | 2,216,702     |
| Disposals                     | (540,000)     |
| Transfers to Land & buildings | (210,000)     |
| At 31 March 2018              | 1,466,702     |

The 2018 valuations were made by the Directors', on an open market value for existing use basis.

If the Investment properties had been accounted for under the historic cost accounting rules, the properties would have been measured as follows:

|     |                                     | 2018<br>£ | 2017<br>£ |
|-----|-------------------------------------|-----------|-----------|
| ٠   | Historic cost                       | 1,002,286 | 1,235,382 |
| 16. | STOCKS                              |           |           |
|     |                                     | 2018<br>£ | 2017<br>£ |
|     | Finished goods and goods for resale | 65,114    | 58,798    |

Freehold

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 17. DEBTORS

|     |  | 2018<br>£ | 2017<br>£ |
|-----|--|-----------|-----------|
|     | Trade debtors  | 1,407,440 | 1,268,441 |
|     | Other debtors  | 9,391     |           |
|     | Prepayments and accrued income                                   | 77,869    | 201,044   |
|     |  | 1,494,700 | 1,469,485 |
| 18. | CASH AND CASH EQUIVALENTS  |           |           |
|     |  | 2018<br>£ | 2017<br>£ |
|     | Cash at bank and in hand   | 1,278,606 | 1,032,722 |
| 19. | CREDITORS: Amounts falling due within one year                   |           |           |
|     |  | 2018<br>£ | 2017<br>£ |
|     | Trade creditors  | 513,340   | 657,145   |
|     | Corporation tax  | 350,371   | 296,069   |
|     | Other taxation and social security                               | 117,686   | 97,769    |
|     | Obligations under finance lease and hire purchase contracts      | -         | 6,000     |
|     | Other creditors  | 307,024   | 301,994   |
|     | Accruals and deferred income                                     | 112,518   | 110,987   |
|     |  | 1,400,939 | 1,469,964 |
| 20. | CREDITORS: Amounts falling due after more than one year          |           |           |
|     |  | 2018<br>£ | 2017<br>£ |
|     | Net obligations under finance leases and hire purchase contracts | -         | 6,000     |
|     |  |           |           |

### Secured creditors

Net obligations under finance lease and hire purchase contracts are secured over the asset to which they relate.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 21. FINANCIAL INSTRUMENTS

|   | 2018<br>£ | 2017<br>£   |
|---|-----------|-------------|
| FINANCIAL ASSETS  |           |             |
| Financial assets measured at fair value through profit or loss        | 1,278,606 | 1,032,722   |
| Financial assets that are debt instruments measured at amortised cost | 1,414,827 | 1,268,441   |
|   | 2,693,433 | 2,301,163   |
| FINANCIAL LIABILITIES   |           |             |
| Financial liabilities measured at amortised cost                      | (932,882) | (1,069,456) |

Financial assets measured at fair value through profit or loss comprise cash and cash equivalents.

Financial assets that are debt instruments measured at amortised cost comprise trade debtors and other debtors.

Financial liabilities measured at amortised cost comprise trade creditors, obligations under hire purchase, bank loans, other creditors and accruals and deferred income.

### 22. DEFERRED TAXATION

|  | 2018<br>£ | 2017<br>£ |
|--|-----------|-----------|
| At beginning of year                                       | 346,804   | 383,169   |
| Charged to profit or loss                                  | (151,551) | (31,623)  |
| Charged to other comprehensive income                      | (4,080)   | (4,742)   |
| AT END OF YEAR   | 191,173   | 346,804   |
| The provision for deferred taxation is made up as follows: | 2018<br>£ | 2017<br>£ |
| Accelerated capital allowances                             | 195,859   | 352,890   |
| Pension surplus  | (2,136)   | (1,486)   |
| General bad debt provision                                 | (2,550)   | (4,600)   |
|  | 191,173   | 346,804   |
|  |           |           |

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 23. PROVISIONS

Dilapidation provision £

130,000

At 1 April 2017

AT 31 MARCH 2018

The above represents a provision for future costs, required under contract with the landlord, to restore leasehold property to its condition prior to vacancy by the company.

### 24. SHARE CAPITAL

Allotted, called up and fully paid

164,993 Ordinary Shares shares of £1 each

2018
£
£
£
164,993
164,993

### 25. RESERVES

Retained earnings comprise a distributable element of £6,867,334 (2017 - £5,519,211) and a non-distributable element of £507,590 (2017 - £807,013).

### 26. PENSION COMMITMENTS

The Company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the Company in an independently administered fund. The pension cost charge represents contributions payable by the Company to the fund and amounted to £103,421 (2017 - £77,601). Contributions totalling £12,563 (2017 - £11,240) were payable to the fund at the Balance Sheet date.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

### 27. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2018 the Company had future minimum lease payments under non-cancellable operating leases as follows:

|  | 2018<br>£ | 2017<br>£ |
|--|-----------|-----------|
| Land & Buildings                             |           |           |
| Not later than 1 year                        | 119,075   | 136,275   |
| Later than 1 year and not later than 5 years | 116,135   | 234,210   |
| Later than 5 years                           | -         | 1,000     |
| TOTAL  | 235,210   | 371,485   |
|  | 2018<br>£ | 2017<br>£ |
| Other  |           |           |
| Not later than 1 year                        | 3,820     | 3,820     |
| Later than 1 year and not later than 5 years | 14,325    | 14,325    |
|  | 18,145    | 18,145    |
|  |           |           |

### 28. RELATED PARTY TRANSACTIONS

During the year the Company paid running costs for an office of £8,167 (2017 - £8,680) to G A Neill, a Director of the Company.

During the year dividends of £140,661 (2017 - £137,661) were paid to some Directors and their close associates.