

**Company Registration No. 02967154 (England and Wales)**

**ACCORD C.A.D. SERVICES LIMITED**

**UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**30 SEPTEMBER 2019**

**PAGES FOR FILING WITH REGISTRAR**

**Approved for filing on behalf of the company**

Abbey House  
Hickleys Court  
South Street  
Farnham  
Surrey  
GU9 7QQ

**ACCORD C.A.D. SERVICES LIMITED**

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**ACCORD C.A.D. SERVICES LIMITED**

**COMPANY INFORMATION**

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**Directors** Mr I. Coulman  
Mr P. Selous-Hodges

**Secretary** Mr I. Coulman

**Company number** 02967154

**Registered office** 33 Bridge Street  
Leatherhead  
Surrey  
KT22 8BN

**Accountants** TC Group  
Abbey House  
Hickleys Court  
South Street  
Farnham  
Surrey  
GU9 7QQ

**ACCORD C.A.D. SERVICES LIMITED**

**BALANCE SHEET**

**AS AT 30 SEPTEMBER 2019**

		2019		2018	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	3		70,125		80,359
<b>Current assets</b>					
Debtors	4	280,806		453,072	
Cash at bank and in hand		168,827		91,929	
		<u>449,633</u>		<u>545,001</u>	
<b>Creditors: amounts falling due within one year</b>	5	<u>(157,619)</u>		<u>(120,476)</u>	
<b>Net current assets</b>			292,014		424,525
<b>Total assets less current liabilities</b>			<u>362,139</u>		<u>504,884</u>
<b>Provisions for liabilities</b>	6		<u>(9,760)</u>		<u>(10,483)</u>
<b>Net assets</b>			<u>352,379</u>		<u>494,401</u>
<b>Capital and reserves</b>					
Called up share capital	7		102		100
Profit and loss reserves			<u>352,277</u>		<u>494,301</u>
<b>Total equity</b>			<u>352,379</u>		<u>494,401</u>

The directors of the company have elected not to include a copy of the profit and loss account within the financial statements.

**ACCORD C.A.D. SERVICES LIMITED**

**BALANCE SHEET (CONTINUED)**

**AS AT 30 SEPTEMBER 2019**

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For the financial year ended 30 September 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the board of directors and authorised for issue on 2 March 2020 and are signed on its behalf by:

Mr I. Coulman  
**Director**

Mr P. Selous-Hodges  
**Director**

**Company Registration No. 02967154**

The notes on pages 4 to 10 form part of these financial statements

**ACCORD C.A.D. SERVICES LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**1 Accounting policies**

**Company information**

Accord C.A.D. Services Limited (02967154) is a private company limited by shares incorporated in England and Wales. The registered office is 33 Bridge Street, Leatherhead, Surrey, KT22 8BN.

**1.1 Accounting convention**

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

**1.2 Turnover**

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.

**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.

**1.3 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	over the term of the lease
Fixtures and fittings	3 years on a reducing balance method
Computer equipment	3 years on a reducing balance method
Office equipment	over the term of the lease

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2019

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**1 Accounting policies**

**(Continued)**

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

**1.4 Impairment of fixed assets**

At each reporting period end date, the company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**1.5 Cash at bank and in hand**

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.6 Financial instruments**

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

***Classification of financial liabilities***

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 company after deducting all of its liabilities.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2019

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**1 Accounting policies**

**(Continued)**

***Basic financial liabilities***

Basic financial liabilities, including creditors and loans from fellow group companies that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

**1.7 Equity instruments**

Equity instruments issued by the company are recorded at the proceeds received, net of transaction costs. Dividends payable on equity instruments are recognised as liabilities once they are no longer at the discretion of the company.

**1.8 Taxation**

The tax expense represents the sum of the tax currently payable and deferred tax.

***Current tax***

The tax currently payable is based on taxable profit for the year. Taxable profit differs from net profit as reported in the profit and loss account because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the reporting end date.

***Deferred tax***

Deferred tax liabilities are generally recognised for all timing differences and deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Such assets and liabilities are not recognised if the timing difference arises from goodwill or from the initial recognition of other assets and liabilities in a transaction that affects neither the tax profit nor the accounting profit.

The carrying amount of deferred tax assets is reviewed at each reporting end date and reduced to the extent that it is no longer probable that sufficient taxable profits will be available to allow all or part of the asset to be recovered. Deferred tax is calculated at the tax rates that are expected to apply in the period when the liability is settled or the asset is realised. Deferred tax is charged or credited in the profit and loss account, except when it relates to items charged or credited directly to equity, in which case the deferred tax is also dealt with in equity. Deferred tax assets and liabilities are offset when the company has a legally enforceable right to offset current tax assets and liabilities and the deferred tax assets and liabilities relate to taxes levied by the same tax authority.



**ACCORD C.A.D. SERVICES LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**1 Accounting policies (Continued)**

**1.9 Employee benefits**

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**1.10 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**1.11 Leases**

Rentals payable under operating leases, including any lease incentives received, are charged to profit or loss on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the leases asset are consumed.

Rental income from operating leases is recognised on a straight line basis over the term of the relevant lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight line basis over the lease term.

**2 Employees**

The average monthly number of persons (including directors) employed by the company during the year was 13 (2018 - 13).

ACCORD C.A.D. SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2019

**3 Tangible fixed assets**

	Leasehold improvements	Fixtures and fittings	Computer equipment	Office equipment	Total
	£	£	£	£	£
<b>Cost</b>					
At 1 October 2018	81,070	13,054	96,558	6,967	197,649
Additions	-	2,476	10,881	-	13,357
Disposals	-	(5,721)	(43,191)	-	(48,912)
	<u>81,070</u>	<u>9,809</u>	<u>64,248</u>	<u>6,967</u>	<u>162,094</u>
At 30 September 2019	81,070	9,809	64,248	6,967	162,094
<b>Depreciation and impairment</b>					
At 1 October 2018	16,489	12,231	81,603	6,967	117,290
Depreciation charged in the year	16,489	440	6,598	-	23,527
Eliminated in respect of disposals	-	(5,701)	(43,147)	-	(48,848)
	<u>32,978</u>	<u>6,970</u>	<u>45,054</u>	<u>6,967</u>	<u>91,969</u>
At 30 September 2019	32,978	6,970	45,054	6,967	91,969
<b>Carrying amount</b>					
At 30 September 2019	48,092	2,839	19,194	-	70,125
	<u>48,092</u>	<u>2,839</u>	<u>19,194</u>	<u>-</u>	<u>70,125</u>
At 30 September 2018	64,581	823	14,955	-	80,359
	<u>64,581</u>	<u>823</u>	<u>14,955</u>	<u>-</u>	<u>80,359</u>

**4 Debtors**

	2019	2018
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	263,518	122,889
Corporation tax recoverable	-	10,843
Other debtors	-	276,983
Prepayments and accrued income	17,288	42,357
	<u>280,806</u>	<u>453,072</u>
	<u>280,806</u>	<u>453,072</u>

**ACCORD C.A.D. SERVICES LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

**5 Creditors: amounts falling due within one year**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Trade creditors	38,510	34,156
Corporation tax	38,119	-
Other taxation and social security	58,561	50,563
Other creditors	7,059	32,802
Accruals and deferred income	15,370	2,955
	<u>157,619</u>	<u>120,476</u>

**6 Deferred taxation**

The following are the major deferred tax liabilities and assets recognised by the company and movements thereon:

	<b>Liabilities</b>	<b>Liabilities</b>
	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Balances:</b>		
Accelerated capital allowances	<u>9,760</u>	<u>10,483</u>
		<b>2019</b>
		<b>£</b>
<b>Movements in the year:</b>		
Liability at 1 October 2018		10,483
Credit to profit or loss		(723)
		<u>9,760</u>

**7 Called up share capital**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Ordinary share capital</b>		
<b>Issued and fully paid</b>		
100 Ordinary A shares of £1 each	100	100
10 Ordinary B shares of 10p each	1	-
10 Ordinary C shares of 10p each	1	-
	<u>102</u>	<u>100</u>

**ACCORD C.A.D. SERVICES LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**7 Called up share capital (Continued)**

During the year the company made a bonus issue of 2 £1.00 Ordinary B Shares, these Ordinary B shares were then subdivided into 20 £0.10p shares. There was then a redesignation of 10 Ordinary B shares of £0.10p each into 10 Ordinary C shares of £0.10p each.

**8 Operating lease commitments**

**Lessee**

At the reporting end date the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, as follows:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Total commitments	<b>190,021</b>	<b>255,171</b>

**9 Related party transactions**

During the year, the company rented a property from an entity under common control. During the year, the company paid rent amounting to £65,150 (2018 - £71,936) to the entity under common control. At the year end, the company owed £19,545 (2018 - £19,545) to the related entity. This amount can be seen within trade creditors.

During the year the intercompany loan was written off by the related entity totalling £268,983 (2018 - £276,983).

**10 Parent company**

The company was under the control of the directors throughout the current and previous year by virtue of their shareholding.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.