**REGISTERED NUMBER: 03416231** 

Report of the Directors and

Financial Statements for the Year Ended 31 December 2010

for

**Chiltern Insurance Consultants Limited** 

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## Chiltern Insurance Consultants Limited (Registered number: 03416231)

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# Company Information for the Year Ended 31 December 2010

**DIRECTORS:** 

G M Owen

F J Owen S J Madeley

SECRETARY.

F J Owen

**REGISTERED OFFICE:** 

4 Reading Road Pangbourne Reading Berkshire RG8 7LY

**REGISTERED NUMBER:** 

03416231

**ACCOUNTANTS:** 

Geoffrey Cole & Co Chartered Accountants 4 Reading Road Pangbourne

Pangbourne Reading Berkshire RG8 7LY

**BANKERS:** 

National Westminster Bank plc

13 Market Place

Reading Berkshire RG1 2EP

# Report of the Directors for the Year Ended 31 December 2010

The directors present their report with the financial statements of the company for the year ended 31 December 2010

#### PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of general insurance brokers

### **REVIEW OF BUSINESS**

The company made a pre tax profit of £49,141 (2009 £50,329) for the year on a turnover of £516,518 (2009 £490,644)

At 31 December 2010 the company had net current assets of £417,148 (2009 £396,045)

The principal risks and uncertainty facing the company relate to the ability to maintain its leadership in the market. Currently, there is no non-compliance of internal corporate policies or external factors that represent significant risks to the company. It is the responsibility of the directors to actively identify and appropriately manage any potential risk when making business decisions.

In the opinion of the directors there are no key performance indicators whose disclosure is necessary for an understanding of the development, performance or position of the business

### **DIVIDENDS**

An interim dividend of 57 5p per share on the Ordinary £1 shares was paid on 20 December 2010. The directors recommend that no final dividends be paid.

#### **DIRECTORS**

The directors shown below have held office during the whole of the period from 1 January 2010 to the date of this report

G M Owen F J Owen

S J Madeley

ON BEHALF OF THE BOARD:

G M Owen - Director

Date 30th MARCH 2011

# Chartered Accountants' Report to the Board of Directors on the Unaudited Financial Statements of Chiltern Insurance Consultants Limited

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Chiltern Insurance Consultants Limited for the year ended 31 December 2010 which comprise the Profit and Loss Account, the Balance Sheet, the Cash Flow Statement and the related notes from the company's accounting records and from information and explanations you have given us

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew com/membershandbook

This report is made solely to the Board of Directors of Chiltern Insurance Consultants Limited, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Chiltern Insurance Consultants Limited and state those matters that we have agreed to state to the Board of Directors of Chiltern Insurance Consultants Limited, as a body, in this report in accordance with AAF 2/10 as detailed at icaew com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Chiltern Insurance Consultants Limited has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Chiltern Insurance Consultants Limited You consider that Chiltern Insurance Consultants Limited is exempt from the statutory audit requirement for the year

We have not been instructed to carry out an audit or a review of the financial statements of Chiltern Insurance Consultants Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Geoffrey Cole & Co Chartered Accountants 4 Reading Road Pangbourne Reading

Berkshire

30 March 2011

# Profit and Loss Account for the Year Ended 31 December 2010

	Notes	2010 £	2009 £
TURNOVER		516,518	490,644
Administrative expenses		464,421	437,367
		52,097	53,277
Other operating income		<u>.</u>	325
OPERATING PROFIT	3	52,097	53,602
Interest receivable and similar income		681	608
		52,778	54,210
Interest payable and similar charges	4	3,637	3,881
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		49,141	50,329
Tax on profit on ordinary activities	5	10,329	12,040
PROFIT FOR THE FINANCIAL YEAR AFTER TAXATION		38,812	38,289

### **CONTINUING OPERATIONS**

None of the company's activities were acquired or discontinued during the current year or previous year

### TOTAL RECOGNISED GAINS AND LOSSES

The company has no recognised gains or losses other than the profits for the current year or previous year

### Balance Sheet 31 December 2010

		2010	)	2009	1
	Notes	£	£	£	£
FIXED ASSETS Tangible assets	7		23,034		24,990
CURRENT ASSETS Debtors Cash at bank and in hand	8	642,106 135,915		550,988 152,047	
CREDITORS		778,021		703,035	
Amounts falling due within one year	9	360,873		306,990	
NET CURRENT ASSETS			417,148	<del></del>	396,045
TOTAL ASSETS LESS CURRENT LIABILITIES			440,182		421,035
CREDITORS Amounts falling due after more than or year	ne 10		8,541		22,456
NET ASSETS			431,641		398,579
CAPITAL AND RESERVES					
Called up share capital	12		11,000		11,000
Profit and loss account	13		420,641		387,579
SHAREHOLDERS' FUNDS	17		431,641		398,579

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

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

The directors acknowledge their responsibilities for

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company

The financial statements were approved by the Board of Directors on signed on its behalf by

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G M Owen - Director

The notes form part of these financial statements

# Cash Flow Statement for the Year Ended 31 December 2010

		2010		2009	
	Notes	£	£	£	£
Net cash inflow from operating activities	1		15,642		62,670
Returns on investments and servicing of finance	2		(2,956)		(3,273)
Taxation			(12,040)		(5,869)
Capital expenditure	2		(5,317)		-
Equity dividends paid			(5,750)		(10,000)
			(10,421)		43,528
Financing	2		(5,711)		31,694
(Decrease)/Increase in cash in th	e period		(16,132) ———		75,222
Reconciliation of net cash flow to movement in net funds	3				
(Decrease)/Increase in cash in the period Cash outflow		(16,132)		75,222	
from decrease in debt and lease financing		4,352		32,760	
Change in net funds resulting from cash flows			(11,780)		107,982
Movement in net funds in the per Net funds at 1 January	riod		(11,780) 133,520		107,982 25,538
Net funds at 31 December			121,740		133,520

# Notes to the Cash Flow Statement for the Year Ended 31 December 2010

# 1 RECONCILIATION OF OPERATING PROFIT TO NET CASH INFLOW FROM OPERATING ACTIVITIES

	2010	2009
	£	£
Operating profit	52,097	53,602
Depreciation charges	7,273	9,649
Increase in debtors	(91,259)	(45,185)
Increase in creditors	47,531	44,604
Net cash inflow from operating activities	15,642	62,670
	<del></del>	

# 2 ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN THE CASH FLOW STATEMENT

	2010 £	2009 £
Returns on investments and servicing of finance		
Interest received	681	608
Interest paid	(2,337)	(2,171)
Interest element of hire purchase payments	(1,300) ———	(1,710) ———
Net cash outflow for returns on investments and servicing of		
finance	(2,956) 	(3,273)
Capital expenditure		
Purchase of tangible fixed assets	(5,317)	
Net cash outflow for capital expenditure	(5,317)	-
The same of the sa	<u> </u>	=
Financing		
New loans in year	-	52,953
Loan repayments in year	-	(28,794)
Repayment of intercompany Loan	141	•
Capital repayments in year	(4,352)	(3,965)
Amount introduced by directors	-	1,500
Amount withdrawn by directors	(1,500)	40.000
Share issue	-	10,000
Net cash (outflow)/inflow from financing	(5,711)	31,694
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# Notes to the Cash Flow Statement for the Year Ended 31 December 2010

### 3 ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.10 £	Cash flow £	At 31.12 10 £
Net cash Cash at bank and in hand	152,047	(16,132)	135,915
	152,047	(16,132)	135,915
Debt Hire purchase	(18,527)	4,352	(14,175)
·	(18,527)	4,352	(14,175)
Total	133,520	(11,780)	121,740

# Notes to the Financial Statements for the Year Ended 31 December 2010

#### 1 ACCOUNTING POLICIES

### **Accounting convention**

The financial statements have been prepared under the historical cost convention

#### **Turnover**

Turnover represents commission and fee income receivable

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter

Plant and machinery - 25% on reducing balance Fixtures and fittings - 25% on reducing balance Motor vehicles - 25% on reducing balance

Computer equipment - 33% on cost

#### Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date

### Hire purchase and leasing commitments

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is the shorter.

The interest element of these obligations is charged to the profit and loss account over the relevant period. The capital element of the future payments is treated as a liability

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease

### Pension costs and other post-retirement benefits

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 STAFF COSTS

	2010	2009
	£	£
Wages and salaries	269,046	250,675
Social security costs	30,120	29,124
Other pension costs	17,165	10,497
	316,331	290,296
The average monthly number of employees during the year was as follows		
	2010	2009
Sales and administration	13	11
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# Notes to the Financial Statements - continued for the Year Ended 31 December 2010

### 3 OPERATING PROFIT

The operating profit is stated after charging

	Hire of plant and machinery Other operating leases Depreciation - owned assets Depreciation - assets on hire purchase contracts	2010 £ 2,529 22,000 1,901 5,372	2009 £ 2,508 22,000 2,487 7,162
	Directors' remuneration	132,140	130,444
4	INTEREST PAYABLE AND SIMILAR CHARGES	2010 £	2009 £
	Bank interest Bank loan interest Hire purchase	2,337 1,300 3,637	371 1,800 1,710 3,881
5	TAXATION		
	Analysis of the tax charge The tax charge on the profit on ordinary activities for the year was as follows:	s 2010 £	2009 £
	Current tax UK corporation tax	10,329	12,040
	Tax on profit on ordinary activities	10,329	12,040
	Factors affecting the tax charge The tax assessed for the year is higher than the standard rate of corpordifference is explained below	oration tax in	the UK The
	Profit on ordinary activities before tax	2010 £ 49,141	2009 £ 50,329

Profit on ordinary activities before tax	2010 £ 49,141	2009 £ 50,329
Profit on ordinary activities multiplied by the standard rate of corporation tax in the UK of 21% (2009 - 21%)	10,320	10,569
Effects of Depreciation Expenses disallowed Capital allowances	1,527 346 (1,864)	2,027 294 (776)
Other	•	(74)
Current tax charge	10,329	12,040

### Notes to the Financial Statements - continued for the Year Ended 31 December 2010

6	DIVIDENDS				2010	2009 £
	B Ordinary shares of £1 each				£	£.
	Interim				-	7,500
	Ordinary shares of £1 each Interim				5,750	2,500
					5,750 	10,000
7	TANGIBLE FIXED ASSETS					
			Fixtures		0	
		Plant and machinery £	and fittings £	Motor vehicles £	Computer equipment £	Totals £
	COST	-	_	-		-
	At 1 January 2010	19,577	5,832	30,558	28,740	84,707
	Additions	3,848	1,469	-		5,317
	At 31 December 2010	23,425	7,301	30,558	28,740	90,024
	DEPRECIATION					
	At 1 January 2010	18,379	4,457	9,072	27,809	59,717
	Charge for year	672	375	5,372	854	7,273
	At 31 December 2010	19,051	4,832	14,444	28,663	66,990
	NET BOOK VALUE					
	At 31 December 2010	4,374	2,469	16,114	77	23,034
	At 31 December 2009	1,198	1,375	21,486	931	24,990

Fixed assets, included in the above, which are held under hire purchase contracts are as follows

Tiked assets, included in the above, which are need under this perchase contracte at	Motor vehicles £
COST At 1 January 2010 and 31 December 2010	30,558
DEPRECIATION At 1 January 2010 Charge for year	9,072 5,372
At 31 December 2010	14,444
NET BOOK VALUE At 31 December 2010	16,114
At 31 December 2009	21,486

# Notes to the Financial Statements - continued for the Year Ended 31 December 2010

8	DEBTORS		
		2010	2009
	Amounto fallos dos vittos ana vasa	£	£
	Amounts falling due within one year Trade debtors	222,880	137,331
	Other debtors	10,646	2,675
	Accrued income	56,171	58,022
	Prepayments	8,609	9,019
	Tropayments		
		298,306	207,047
	Amounts falling due after more than one year		
	Amounts owed by group undertakings	343,800	343,941
	The state of the s		
	Aggregate amounts	642,106	550,988
		<del></del>	
9	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2010	2009
		£	£
	Hire purchase contracts (see note 11)	5,634	5,634
	Trade creditors	320,696	245,588
	Tax	10,329	12,040
	Social security and other taxes	10,825	9,637
	Other creditors	054	528 3.354
	Directors' current accounts	851	2,351
	Accruals and deferred income Accrued expenses	12,538	19,631 11,581
		360,873	306,990
10	CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR		
		2010	2009
		£	£
	Hire purchase contracts (see note 11)	8,541	12,893
	Other creditors		9,563
		8,541	22,456
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The amounts due under finance leases and hire purchase creditors are secured on the assets to which they relate

# Notes to the Financial Statements - continued for the Year Ended 31 December 2010

### 11 OBLIGATIONS UNDER HIRE PURCHASE CONTRACTS AND LEASES

	purch	Hire purchase contracts	
	2010	2009	
	£	£	
Net obligations repayable			
Within one year	5,634	5,634	
Between one and five years	8,541	12,893	
	14,175	18,527	
	<del></del>		

The following operating lease payments are committed to be paid within one year

				Land and buildings	
	F			2010 £	2009 £
	Expiring Within one	year		22,000	22,000
12	CALLED U	P SHARE CAPITAL			
	Allotted, iss Number	sued and fully paid Class	Nominal value	2010 £	2009 £
	760 240	A Ordinary B Ordinary	£1 £1	760 240	760 240
	10,000	Ordinary	£1	10,000 ——— 11,000	10,000
13	RESERVES	S			Profit and loss account £
	At 1 Januar Profit for the Dividends				387,579 38,812 (5,750)
	At 31 Dece	mber 2010			420,641

### 14 ULTIMATE PARENT COMPANY

The ultimate parent company is Chiltern Insurance Brokers Ltd by virtue of their ownership of the entire issued share capital of the company

continued

# Notes to the Financial Statements - continued for the Year Ended 31 December 2010

### 15 TRANSACTIONS WITH DIRECTORS

As at 1 January 2010 the company owed F J Owen, a director £9,562 During the year the company made a repayment of £9,562 As at 31 December 2010 the company owed F J Owen £Nil

As at 1 January 2010 and 31 December 2010, the company owed G M Owen £851 There has been no movement in the accounting period

As at 1 January 2010, the company owed S Madeley, a director £1,500 During the year a repayment of £1,500 was made by the company As at 31 December 2010 the company owed S Madeley £Nil

### 16 ULTIMATE CONTROLLING PARTY

The ultimate controlling party is G M Owen by virtue of his controlling interest in the ultimate parent company

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17	RECONCILIATION	OF MOVEMENTS IN SHAREHOLDERS'	FUNDS
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	2010 £	2009 £
Profit for the financial year	38,812	38,289
Dividends	(5,750)	(10,000)
	33,062	28,289
Ordinary shares issued		10,000
Net addition to shareholders' funds	33,062	38,289
Opening shareholders' funds	398,579	360,290
Closing shareholders' funds	431,641	398,579
<del>-</del>		