

Company Registration No. 02967482 (England and Wales)

**THE LONDON SPEAKER BUREAU LIMITED**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 NOVEMBER 2018**  
**PAGES FOR FILING WITH REGISTRAR**

# THE LONDON SPEAKER BUREAU LIMITED

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# THE LONDON SPEAKER BUREAU LIMITED

## BALANCE SHEET

AS AT 30 NOVEMBER 2018

	Notes	2018 £	£	2017 £	£
<b>Fixed assets</b>					
Intangible assets	3		43,061		42,943
Tangible assets	4		71,788		79,673
Investments	5		15,000		54,598
			<u>129,849</u>		<u>177,214</u>
<b>Current assets</b>					
Debtors	6	1,843,759		1,233,844	
Cash at bank and in hand		1,861,779		1,253,533	
		<u>3,705,538</u>		<u>2,487,377</u>	
<b>Creditors: amounts falling due within one year</b>	7	<u>(3,225,836)</u>		<u>(2,233,926)</u>	
<b>Net current assets</b>			<u>479,702</u>		<u>253,451</u>
<b>Total assets less current liabilities</b>			<u>609,551</u>		<u>430,665</u>
<b>Provisions for liabilities</b>			<u>(9,758)</u>		<u>(10,326)</u>
<b>Net assets</b>			<u><u>599,793</u></u>		<u><u>420,339</u></u>
<b>Capital and reserves</b>					
Called up share capital	8		100		100
Profit and loss reserves			<u>599,693</u>		<u>420,239</u>
<b>Total equity</b>			<u><u>599,793</u></u>		<u><u>420,339</u></u>

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

For the financial year ended 30 November 2018 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 LONDON SPEAKER BUREAU LIMITED**

## **BALANCE SHEET (CONTINUED)**

***AS AT 30 NOVEMBER 2018***

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The financial statements were approved by the board of directors and authorised for issue on 4 June 2019 and are signed on its behalf by:

T Kenyon-Slaney  
**Director**

**Company Registration No. 02967482**

# THE LONDON SPEAKER BUREAU LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2018

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### 1 Accounting policies

#### Company information

The London Speaker Bureau Limited is a private company, company number 02967482, limited by shares incorporated in England and Wales. The registered office is 235 Kensington High Street, London, W8 6SF.

#### 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

Turnover is recognised at the fair value of the consideration received or receivable for services provided in the normal course of business, and is shown net of VAT and other sales related taxes.

#### 1.3 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Amortisation 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:

Websites	25% straight line
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#### 1.4 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:

Fixtures, fittings & equipment	25% reducing balance
Computer equipment	25% reducing balance

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.

#### 1.5 Fixed asset investments

Interests in subsidiaries, associates and jointly controlled entities are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals of impairment losses are recognised immediately in profit or loss.

A subsidiary is an entity controlled by the company. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

# THE LONDON SPEAKER BUREAU LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2018

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### 1 Accounting policies

(Continued)

An associate is an entity, being neither a subsidiary nor a joint venture, in which the company holds a long-term interest and where the company has significant influence. The company considers that it has significant influence where it has the power to participate in the financial and operating decisions of the associate.

Entities in which the company has a long term interest and shares control under a contractual arrangement are classified as jointly controlled entities.

#### 1.6 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.

#### 1.7 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.

##### **Basic financial liabilities**

Basic financial liabilities, including trade creditors, 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.

#### 1.8 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.

# THE LONDON SPEAKER BUREAU LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2018

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### 1 Accounting policies

(Continued)

#### 1.9 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.

#### 1.10 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

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.

#### 1.11 Retirement benefits

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

#### 1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income 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 lease asset are consumed.

#### 1.13 Foreign exchange

Transactions in currencies other than pounds sterling are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation are included in the profit and loss account for the period.

### 2 Employees

The average monthly number of persons (including directors) employed by the company during the year was 10 (2017 - 10).

# THE LONDON SPEAKER BUREAU LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2018

### 3 Intangible fixed assets

	Other £
<b>Cost</b>	
At 1 December 2017	65,220
Additions	20,000
	<hr/>
At 30 November 2018	85,220
	<hr/>
<b>Amortisation and impairment</b>	
At 1 December 2017	22,277
Amortisation charged for the year	19,882
	<hr/>
At 30 November 2018	42,159
	<hr/>
<b>Carrying amount</b>	
At 30 November 2018	43,061
	<hr/> <hr/>
At 30 November 2017	42,943
	<hr/> <hr/>

### 4 Tangible fixed assets

	Plant and machinery etc £
<b>Cost</b>	
At 1 December 2017	150,671
Additions	13,413
	<hr/>
At 30 November 2018	164,084
	<hr/>
<b>Depreciation and impairment</b>	
At 1 December 2017	70,998
Depreciation charged in the year	21,298
	<hr/>
At 30 November 2018	92,296
	<hr/>
<b>Carrying amount</b>	
At 30 November 2018	71,788
	<hr/> <hr/>
At 30 November 2017	79,673
	<hr/> <hr/>

### 5 Fixed asset investments

	2018 £	2017 £
Investments	15,000	54,598
	<hr/> <hr/>	<hr/> <hr/>



# THE LONDON SPEAKER BUREAU LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2018

### 5 Fixed asset investments (Continued)

#### Movements in fixed asset investments

#### Investments other than loans

£

#### Cost or valuation

At 1 December 2017 & 30 November 2018

54,598

#### Impairment

At 1 December 2017

-

Impairment losses

39,598

At 30 November 2018

39,598

#### Carrying amount

At 30 November 2018

15,000

At 30 November 2017

54,598

### 6 Debtors

2018

2017

#### Amounts falling due within one year:

£

£

Trade debtors

1,329,027

897,345

Corporation tax recoverable

-

4,953

Other debtors

514,732

331,546

1,843,759

1,233,844

### 7 Creditors: amounts falling due within one year

2018

2017

£

£

Trade creditors

1,420,866

864,946

Corporation tax

82,246

72,523

Other taxation and social security

21,100

25,394

Other creditors

1,701,624

1,271,063

3,225,836

2,233,926

# THE LONDON SPEAKER BUREAU LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2018

### 8 Called up share capital

	2018 £	2017 £
<b>Ordinary share capital</b>		
<b>Issued and fully paid</b>		
100 Ordinary shares of £1 each	100	100
	<u>100</u>	<u>100</u>
	<u>100</u>	<u>100</u>

### 9 Directors' transactions

Dividends totalling £154,333 (2017 - £115,939) were paid in the year in respect of shares held by the company's directors.

Interest free loans have been granted by the company to its directors as follows:

Description	% Rate	Opening balance £	Amounts advanced £	Closing balance £
Interest free loan	-	-	35,716	35,716
		<u>-</u>	<u>35,716</u>	<u>35,716</u>
		<u>-</u>	<u>35,716</u>	<u>35,716</u>

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.