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# GENERAL INSURANCE BROKERS (UK) PLC DIRECTORS' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

Company Registration No 02106087 (England and Wales)

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# **COMPANY INFORMATION**

**Directors** 

Sameer Mırza

Rahail Mirza

Secretary

Rahail Mirza

Company number

02106087

Registered office

298/300 Preston Road

Harrow Middlesex HA3 0QB

**Auditors** 

Charterhouse (Accountants) LLP

88-98 College Road

Harrow Middlesex HA1 1RA

**Business address** 

90 Bishops Bridge Road

London W2 5AA

Solicitors

W R Burrows & Son

298/300 Preston Road

Harrow Middlesex HA3 0QB

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### **DIRECTORS' REPORT**

### FOR THE YEAR ENDED 31 DECEMBER 2011

The directors present their report and financial statements for the year ended 31 December 2011

#### Principal activities and review of the business

The principal activity of the company in the year under review continued to be that of insurance brokers

The directors consider the profit achieved on ordinary activities before taxation to be satisfactory. The company is adequately placed to take advantage of business opportunities, and the directors consider the state of affairs to be satisfactory.

The key financial highlights are as follows

|                   | 2011      | 2010      |
|-------------------|-----------|-----------|
|                   | £         | £         |
| Turnover          | 1,296,196 | 1,147,766 |
| Profit before tax | 752,652   | 665,006   |

### Financial Risk Management

The company's principal financial instruments comprise bank balances and trade creditors. The main purpose of these instruments is to finance the company's trading activities.

Due to the nature of the financial instruments used there is no exposure to price risk. The company's approach to managing other risks applicable to the financial instruments concerned is described below.

In respect of bank balances, the liquidity risk is managed by maintaining sufficient balances in liquid form for the immediate and future needs of the company

Trade creditors liquidity risk is managed by ensuring that sufficient funds are available to meet amounts due

### Results and dividends

The results for the year are set out on page 5

### **Future developments**

The directors expect the continuation of organic growth and new business growth

#### **Directors**

The following directors have held office since 1 January 2011

Sameer Mırza

Rahail Mirza

| Political and charitable donations                      | 2011   | 2010   |
|---|--------|--------|
|   | £      | £      |
| During the year the company made the following payments |        |        |
| Political donations to EU parties and organisations     | -      | 2,715  |
| Chantable donations                                     | 15,000 | 15,100 |
|   |        |        |

# Creditor payment policy

It is the company's policy that the payments to suppliers are made substantially in accordance with those terms and conditions made between the company and its suppliers, provided that all trading terms and conditions are complied with

# **DIRECTORS' REPORT (CONTINUED)**

# FOR THE YEAR ENDED 31 DECEMBER 2011

### Statement of directors' responsibilities

The directors are responsible for preparing 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 United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). 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 and then apply them consistently,
- make judgements and accounting estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- 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 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.

#### Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information

On behalf of the board

Director

Rahail Mirza

Date

### INDEPENDENT AUDITORS' REPORT

# TO THE MEMBERS OF GENERAL INSURANCE BROKERS (UK) PLC

We have audited the financial statements of General Insurance Brokers (UK) Plc for the year ended 31 December 2011 set out on pages 5 to 15. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

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 auditor's 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

### Respective responsibilities of directors and auditors

As explained more fully in the Directors' Responsibilities Statement set out on pages 1 - 2, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the directors, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the company's affairs as at 31 December 2011 and of its profit for the year then ended, and
- 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

### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements

# **INDEPENDENT AUDITORS' REPORT (CONTINUED)**

# TO THE MEMBERS OF GENERAL INSURANCE BROKERS (UK) PLC

# Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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

Date 27/6/1L

- 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

**B Cross (Senior Statutory Auditor)** 

for and on behalf of Charterhouse (Accountants) LLP

**Statutory Auditor** 

**Chartered Accountants** 

Charterhouse (Accountants) LLP

88-98 College Road

Harrow

Middlesex

HA1 1RA

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2011

| Notes | 2011<br>£        | 2010<br>£   |
|-------|------------------|---|
| 2     | 1,296,196        | 1,147,766   |
|       | (13,700)         | (19,833)  |
|       | 1,282,496        | 1,127,933   |
|       | (555,825)        | (467,753)   |
| 3     | 726,671          | 660,180   |
|       |                  |   |
| 4     | 25,981           | 10,413  |
| 5     | -                | (5,587)   |
|       |                  |   |
|       | 752,652          | 665,006   |
| 6     | (193,405)        | (178,269)   |
| 14    | 559,247          | 486,737   |
|       | 2<br>3<br>4<br>5 | Notes  2 1,296,196  (13,700)  1,282,496  (555,825)  726,671  4 25,981 5 |

The profit and loss account has been prepared on the basis that all operations are continuing operations

There are no recognised gains and losses other than those passing through the profit and loss account

# **BALANCE SHEET** AS AT 31 DECEMBER 2011

|   |       | 20          | 2011      |             | 2010        |  |
|---|-------|-------------|-----------|-------------|-------------|--|
|   | Notes | £           | £         | £           | £           |  |
| Fixed assets                                  |       |             |           |             |             |  |
| Tangible assets                               | 8     |             | 209,873   |             | 150,229     |  |
| Current assets                                |       |             |           |             |             |  |
| Debtors                                       | 9     | 332,631     |           | 294,916     |             |  |
| Cash at bank and in hand                      |       | 4,263,636   |           | 4,586,321   |             |  |
|   |       | 4,596,267   |           | 4,881,237   |             |  |
| Creditors amounts falling due within one year | 10    | (3,302,923) |           | (4,092,713) |             |  |
| •   |       |             |           |             |             |  |
| Net current assets                            |       |             | 1,293,344 |             | 788,524     |  |
| Total assets less current liabilities         |       |             | 1,503,217 |             | 938,753     |  |
| Provisions for liabilities                    | 11    |             | (10,211)  |             | (4,994)     |  |
|   |       |             | 1,493,006 |             | 933,759     |  |
| One-tail and assume                           |       |             |           |             | <del></del> |  |
| Capital and reserves                          | 40    |             | 50.000    |             | FA 000      |  |
| Called up share capital                       | 13    |             | 50,000    |             | 50,000      |  |
| Profit and loss account                       | 14    |             | 1,443,006 |             | 883,759     |  |
| Shareholders' funds                           | 15    |             | 1,493,006 |             | 933,759     |  |

Approved by the Board and authorised for issue on  $\mathcal{V}(6(1))$ 

Sameer Mirza Director

Company Registration No. 02106087

# CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2011

|   | £           | 2011<br>£    | £                | 2010<br>£ |
|---|-------------|--------------|------------------|-----------|
| Net cash inflow from operating activities                                     |             | 97,696       |                  | 1,447,003 |
| Returns on investments and servicing of finance                               |             |              |                  |           |
| Interest received Interest paid   | 25,981<br>- |              | 9,417<br>(5,587) |           |
| Net cash inflow for returns on investments and servicing of finance           |             | 25,981       |                  | 3,830     |
| Taxation  |             | (317,930)    |                  | (201,474) |
| Capital expenditure Payments to acquire tangible assets                       | (71,688)    |              | (36,228)         |           |
| Net cash outflow for capital expenditure                                      |             | (71,688)     |                  | (36,228)  |
| Equity dividends paid   |             | <del>-</del> |                  | (500,000) |
| Net cash (outflow)/inflow before management of liquid resources and financing |             | (265,941)    |                  | 713,131   |
| (Decrease)/increase in cash in the year                                       |             | (265,941)    |                  | 713,131   |

# NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2011

| 1 | Reconciliation of operating profit to net activities | cash inflow from o | perating  | 2011                       | 2010                |
|---|--|--------------------|-----------|----------------------------|---------------------|
|   |  |                    |           | £                          | £                   |
|   | Operating profit                                     |                    |           | 726,671                    | 660,180             |
|   | Depreciation of tangible assets                      |                    |           | 12,044                     | 8,373               |
|   | Increase in debtors                                  |                    |           | (37,715)                   | (41,200)            |
|   | (Decrease)/Increase in creditors within one          | e year             |           | (603,304)                  | 819,650             |
|   | Net cash inflow from operating activitie             | s                  |           | 97,696                     | 1,447,003           |
| 2 | Analysis of net funds                                | 1 January 2011     | Cash flow | Other non-<br>cash changes | 31 December<br>2011 |
|   |  | £                  | £         | £                          | £                   |
|   | Net cash   |                    |           |                            |                     |
|   | Cash at bank and in hand                             | 4,586,321          | (322,685) | -                          | 4,263,636           |
|   | Bank overdrafts                                      | (56,744)           | 56,744    | -                          | -                   |
|   |  | 4,529,577          | (265,941) |                            | 4,263,636           |
|   | Bank deposits  |                    | -         |                            |                     |
|   | Net funds  | 4,529,577          | (265,941) | <del>-</del>               | 4,263,636           |
| 3 | Reconciliation of net cash flow to move              | ement in net funds |           | 2011                       | 2010                |
| • |  |                    |           | £                          | £                   |
|   | (Decrease)/increase in cash in the year              |                    |           | (265,941)                  | 713,131             |
|   | Movement in net funds in the year                    |                    |           | (265,941)                  | 713,131             |
|   | Opening net funds                                    |                    |           | 4,529,577                  | 3,816,446           |
|   | Closing net funds                                    |                    |           | 4,263,636                  | 4,529,577           |
|   | _  |                    |           |                            | <del></del>         |

### NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2011

### 1 Accounting policies

### 11 Accounting convention

The financial statements are prepared under the historical cost convention

### 1 2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated)

#### 13 Turnover

Turnover represents brokerage, commission and other fees receivable

### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows

Land and buildings Leasehold

over 40 years

Fixtures, fittings & equipment

15% reducing balance

Motor vehicles

25% reducing balance

### 1.5 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term

### 16 Pensions

The company operates money purchase (defined contribution) pension schemes. Contributions made to these schemes are charged to the profit and loss account in the period to which they relate. These contributions are invested separately from the company's assets.

### 17 Deferred taxation

Deferred tax is provided in full in respect of taxation deferred by timing differences between the treatment of certain items for taxation and accounting purposes. The deferred tax balance has not been discounted

### 18 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to profit and loss account.

### 2 Turnover

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the United Kingdom

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

# FOR THE YEAR ENDED 31 DECEMBER 2011

| 3 | Operating profit   | 2011<br>£ | 2010<br>£ |
|---|--|-----------|-----------|
|   | Operating profit is stated after charging                            |           |           |
|   | Depreciation of tangible assets                                      | 12,044    | 8,373     |
|   | Loss on foreign exchange transactions                                | 7,884     | -         |
|   | Fees payable to the company's auditor for the audit of the company's |           |           |
|   | annual accounts  | 7,364     | 7,094     |
|   | Remuneration of auditors for non-audit work                          | 1,971     | 9,776     |
|   | and after crediting  |           |           |
|   | Profit on foreign exchange transactions                              | _         | (6,109)   |
|   | Tront of foreign exchange transactions                               |           | (0,109)   |
| 4 | Investment income  | 2011<br>£ | 2010<br>£ |
|   | Bank interest  | 25,981    | 9,417     |
|   | Other interest   |           | 996       |
|   |  |           |           |
|   |  | 25,981    | 10,413    |
|   |  |           |           |
| 5 | Interest payable   | 2011      | 2010      |
|   |  | £         | £         |
|   | On overdue tax   | -         | 5,587     |

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2011

| 6 | Taxation   | 2011     | 2010     |
|---|--|----------|----------|
|   |  | £        | £        |
|   | Domestic current year tax  | 100.000  |          |
|   | U K corporation tax  | 186,099  | 185,591  |
|   | Adjustment for prior years   | 2,089    | (10,175) |
|   | Total current tax  | 188,188  | 175,416  |
|   | Deferred tax   |          |          |
|   | Deferred tax charge credit current year                                      | 5,217    | 2,853    |
|   |  | 193,405  | 178,269  |
|   | Factors affecting the tax charge for the year                                |          |          |
|   | Profit on ordinary activities before taxation                                | 752,652  | 665,006  |
|   | Profit on ordinary activities before taxation multiplied by standard rate of |          |          |
|   | UK corporation tax of 26 50% (2010 - 28 00%)                                 | 199,453  | 186,202  |
|   | Effects of   |          |          |
|   | Depreciation add back  | 11,544   | 8,373    |
|   | Capital allowances   | (22,870) | (10,608) |
|   | Other tax adjustments  | 61       | (8,551)  |
|   |  | (11,265) | (10,786) |
|   | Current tax charge for the year  | 188,188  | 175,416  |
|   |  |          |          |
| 7 | Dividends  | 2011     | 2010     |
|   |  | £        | £        |
|   | Ordinary interim paid  | -        | 500,000  |
|   |  |          |          |

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2011

| 8 | Tangible fixed assets                              |                    |                      |                   |         |
|---|--|--------------------|----------------------|-------------------|---------|
|   | _  | Land and buildings | Fixtures, fittings & | Motor<br>vehicles | Total   |
|   |  | Leasehold          | equipment            |                   | •       |
|   |  | £                  | £                    | £                 | £       |
|   | Cost   | 4.45, 400          | 444.005              | 42.000            | 074.007 |
|   | At 1 January 2011                                  | 145,422            | 114,625              | 13,980            | 274,027 |
|   | Additions  | 49,399             | 22,289               |                   | 71,688  |
|   | At 31 December 2011                                | 194,821            | 136,914              | 13,980            | 345,715 |
|   | Depreciation                                       |                    |                      |                   |         |
|   | At 1 January 2011                                  | 23,842             | 87,259               | 12,697            | 123,798 |
|   | Charge for the year                                | 4,275              | 7,448                | 321               | 12,044  |
|   | At 31 December 2011                                | 28,117             | 94,707               | 13,018            | 135,842 |
|   | Net book value                                     |                    |                      |                   |         |
|   | At 31 December 2011                                | 166,704            | 42,207               | 962               | 209,873 |
|   | At 31 December 2010                                | 121,580            | 27,366               | 1,283             | 150,229 |
|   | Leasehold land and buildings consists of long leas | sehold premises    |                      |                   |         |
| 9 | Debtors  |                    |                      | 2011              | 2010    |
|   |  |                    |                      | £                 | £       |
|   | Other debtors                                      |                    |                      | 9,802             | 17,000  |
|   | Prepayments and accrued income                     |                    |                      | 322,829           | 277,916 |
|   | · · · · · · · · · · · · · · · · · · ·              |                    |                      |                   |         |
|   |  |                    |                      | 332,631           | 294,916 |

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2011

|    | Creditors amounts falling due within one year                              | 2011        | 2010         |
|----|--|-------------|--------------|
|    |  | £           | £            |
|    | Bank loans and overdrafts  | -           | 56,744       |
|    | Trade creditors  | 2,936,759   | 3,416,315    |
|    | Corporation tax  | 55,849      | 185,591      |
|    | Other taxes and social security costs                                      | 9,352       | 8,601        |
|    | Directors' current accounts  | -           | 125,000      |
|    | Other creditors  | 7,127       | 7,127        |
|    | Accruals and deferred income   | 293,836     | 293,335      |
|    |  | 3,302,923   | 4,092,713    |
|    |  | <del></del> |              |
| 11 | Provisions for liabilities   |             |              |
|    |  |             | Deferred tax |
|    |  |             | liability    |
|    |  |             | £            |
|    | Balance at 1 January 2011  |             | 4,994        |
|    | Profit and loss account  |             | 5,217        |
|    | Balance at 31 December 2011  |             | 10,211       |
|    |  |             |              |
|    | The deferred tax liability is made up as follows                           |             |              |
|    |  | 2011        | 2010         |
|    |  | £           | £            |
|    | Accelerated capital allowances   | 10,211      | 4,994        |
|    |  |             |              |
| 12 | Pension and other post-retirement benefit commitments Defined contribution |             |              |
|    |  | 2011        | 2010         |
|    |  | £           | £            |
|    |  |             |              |

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2011

| 13 | Share capital   | 2011<br>£ | 2010<br>£       |
|----|---|-----------|-----------------|
|    | Allotted, called up and fully paid                            | _         | _               |
|    | 50,000 Ordinary shares of £1 each                             | 50,000    | 50,000<br>————  |
| 14 | Statement of movements on profit and loss account             |           |                 |
|    |   |           | Profit and      |
|    |   |           | loss<br>account |
|    |   |           | £               |
|    | Balance at 1 January 2011                                     |           | 883,759         |
|    | Profit for the year   |           | 559,247         |
|    | Balance at 31 December 2011                                   |           | 1,443,006       |
| 15 | Reconciliation of movements in shareholders' funds            | 2011<br>£ | 2010<br>£       |
|    | Profit for the financial year                                 | 559,247   | 486,737         |
|    | Dividends   | · -       | (500,000)       |
|    | Net addition to/(depletion in) shareholders' funds            | 559,247   | (13,263)        |
|    | Opening shareholders' funds                                   | 933,759   | 947,022         |
|    | Closing shareholders' funds                                   | 1,493,006 | 933,759         |
| 16 | Directors' remuneration                                       | 2011      | 2010            |
|    |   | £         | £               |
|    | Remuneration for qualifying services                          | 110,000   | 110,000         |
|    | Company pension contributions to defined contribution schemes | 1,200     | 1,200           |
|    |   | 111,200   | 111,200         |
|    |   | 111,200   | 111,20          |

The number of directors for whom retirement benefits are accruing under defined contribution schemes amounted to 1 (2010 - 1)

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2011

# 17 Employees

# **Number of employees**

The average monthly number of employees (including directors) during the year was

|                       | 2011<br>Number | 2010<br>Number |
|-----------------------|----------------|----------------|
| Administration        | 12             | 11             |
| Employment costs      | 2011<br>£      | 2010<br>£      |
| Wages and salaries    | 295,452        | 258,604        |
| Social security costs | 29,918         | 26,009         |
| Other pension costs   | 2,400          | 2,400          |
|                       | 327,770        | 287,013        |
|                       |                |                |

#### 18 Control

The ultimate controlling party is Mr S Mirza by virtue of his ownership of 65% of the issued share capital

### 19 Related party relationships and transactions

Mrs M J Zaidi, the directors' sister, holds the freehold title in respect of the company's property held on a long leasehold agreement. During the year ground rent of £1,000 (2010 £1,000) was payable to her on an arms length basis.

Included in other creditors is a balance of £7,127 (2010 £7,127) owed to the Company's funded unapproved retirement benefit scheme

The company occupies a building owned by the directors and their immediate families. During the year rent of £19,950 (2010 £6,600) was payable to the directors and their immediate families on an arms length basis.