Charity Registration No. 230407

Company Registration No. 00731728 (England and Wales)

# MOHS WORKPLACE HEALTH LIMITED DIRECTORS' REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2013

SATURDAY



A16

19/10/2013 COMPANIES HOUSE #129

.ck

#### **LEGAL AND ADMINISTRATIVE INFORMATION**

**Directors** Mr Geoff Fisher Mr David Lynam

Mr Justin Owens

Dr Laurence Leeming-Latham

Ms Helen Mackenzie Mr Martyn Round

Chairman Mr Geoff Fisher

Secretary Ms Helen Mackenzie

Charity number 230407

Company number 00731728

Principal address 83 Birmingham Road

West Bromwich West Midlands B70 6PX

Registered office 83 Birmingham Road

West Bromwich West Midlands B70 6PX

Auditors CK Audit

No 4 Castle Court 2 Castlegate Way

Dudley

West Midlands DY1 4RH

### CONTENTS

	Page
Directors' report	1 - 5
Statement of directors' responsibilities	6
Independent auditors' report	7 - 8
Statement of financial activities	9
Balance sheet	10
Notes to the accounts	11 _ 17

#### **DIRECTORS' REPORT**

#### FOR THE YEAR ENDED 31 MARCH 2013

The directors present their report and accounts for the year ended 31 March 2013

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005

#### Structure, governance and management

The charity is a company limited by guarantee Liability of its members is not to exceed 5 pence per member

The directors who served during the year were Mr Geoff Fisher Mr David Lynam Mr Justin Owens Dr Laurence Leeming-Latham Ms Helen Mackenzie Mr Martyn Round

The members elect their representatives to be councillors on the Committee of Management

All new board members receive an induction to MOHS Workplace Health Limited and the company provides appropriate training in governance and work of the company

The charity is run from premises in West Bromwich which provide consulting and examination rooms, training facilities and house the centre of administration. Most of the occupational health care provision is undertaken by doctors and nurses at the members' premises and training is also provided at members' premises.

The directors have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks

#### Objectives and activities

The charity's principal objects are the promotion and advancement of occupational health care for all persons engaged, and intending to be engaged, in industry and commerce

The policies adopted to achieve these objectives have been

- 1 To advance the physical and moral welfare of the population by the prevention and cure of occupational disease and injuries
- 2 To provide services for medical treatment and for the care of sick or injured workers at their place of employment or elsewhere
- 3 To undertake medical and other teaching in occupational diseases and injuries and in the promotion of occupational health
- 4 To carry out research and investigation into causes of occupational diseases and injuries and into the means of promoting occupational health
- 5 To assist such teaching and investigation as set out in 3 and 4 above, by grant of money, payment of fees and otherwise as the service may think fit

There have been no changes in these policies during the year covered by this report

# DIRECTORS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

#### **Public benefit activities**

MOHS's charitable purpose is the advancement of physical and moral welfare through the prevention and cure of occupational disease and injuries, combined with the promotion of the general health and wellbeing of employees in the workplace. Consequently, all of our activities have identifiable benefits for the working population.

As a company, we are continually investing in research, investigation and teaching relating to the causes of occupational diseases and injuries as a means of promoting occupational and environmental health

Students from the Institute of Occupational and Environmental Medicine and trainees from public sector occupational health providers are invited to the company on workplace visits to enable them to gain firsthand experience of a leading provider of workplace health services to companies across the UK

MOHS will continue to develop its relationship with the Institute of Occupational and Environmental Medicine, particularly as one of its advisors, Simon Jukes, is involved in providing support and mentoring during the diploma doctors' workplace visits

As part of our ongoing commitment to public health and safety, a member of our training team gave a first aid course for members of the Institute of Advanced Motorcycling

#### People

#### Retirement

After a decade of dedicated service as our chief occupational health physician, Dr Laurence Leeming-Latham retired in June 2012. On behalf of all the staff and trustees, we would like to thank Dr Leeming-Latham whole heartedly for his invaluable contribution to the business, including establishing the standards and procedures for clinical governance. In October 2010, Dr Leeming-Latham was appointed to the board of trustees, a position he has retained post retirement, and he continues to provide guidance and support to his co-trustees and the management team.

#### Recruitment

In the last 12 months, we were pleased to welcome two registered nurses to our growing team of occupational health advisors. Rachel Magadia previously worked for a cruise ship operator and was the senior nurse on their ships for four years, while Adam Hope worked in a palliative care unit for a private hospital group.

Due to their different skills and specialisms, we are confident they will both make positive contributions to our clinical teams

# DIRECTORS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

#### **New roles**

The following changes have taken place in the last 12 months

#### Clinical lead

Following the retirement of Dr Leeming-Latham, the responsibility of clinical lead was taken up by Dr Malcolm Cathcart. As an accredited specialist in occupational medicine, with more than 20 years'experience, and a fellow of the Faculty of Occupational Medicine of the Royal College of Physicians, Dr Cathcart is a worthy successor. He has been with MOHS since 2001.

#### **Promotions**

Dawn Jennings was appointed deputy chief occupational health advisor to provide clinical and administrative support to Helen Hooper, our chief occupational health advisor, while Simon Jukes took on Dawn's previous role of clinical supervisor, where his responsibilities include assisting in the training and mentoring of other advisors and technicians

#### Management team

MOHS welcomed two new faces to its management team. Dawn Jennings, deputy chief occupational health advisor, and Lisa Stewart, administration team leader.

#### **Thanks**

We would like to take this opportunity to thank all staff for their continued support and hard work throughout the year. Despite the difficult trading conditions, MOHS remained strong and solvent, and this was largely due to our employees focusing on their roles and supporting each other as part of a seamless team. Their unfailing commitment is one of our unique business strengths.

We would also like to thank the directors for their valued input and collective business intellect and insight

# DIRECTORS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

## Achievements and performance Client portfolio

MOHS achieved some significant client wins, particularly in the public sector, by winning contracts with a local authority and a further education college. Gains were also achieved in the private sector for both managed contracts and screening work.

#### Sales income

Despite a stagnant economy, MOHS achieved a 10 percent increase on sales compared with the previous financial year

#### Staff qualifications

MOHS continued to work towards improving the skills and expertise of its employees. In the past 12 months, the following advisors and technicians either gained - or worked towards - further qualifications in the following areas.

- occupational mental health Ann Dixon, Sally Holt, Adam Hope (completed)
- occupational contact dermatitis Sally Holt, Garry Roche, Paul Salmon, (completed)
- hand arm vibration Chrissie Wood (completed)
- diploma in travel medicine Chrissie Wood (ongoing)
- introduction to CBT for occupational health professionals Fiona Eagles (ongoing)

Well done to the above on their latest achievements

#### Employee wellbeing and health promotion services

This is an area which continued to achieve growth in terms of income, service offering and importance, in the past year, following increased demand from both existing and new clients. Some managed clients swapped scheduled clinic time for health promotion sessions, others purchased additional days for health promotion while one of our newest clients opted for a proactive employee wellbeing programme only

As a result, additional investment was made into further developing these services, which included forming an association with an occupational physiotherapist supplier to provide access to a nationwide bank of relevant therapists in required locations

#### **Brand management**

MOHS continued to improve and refine its corporate image to reinforce brand values and core messages

#### **New business**

Activity and investment in securing new business in all areas of the company were increased. This included lead generation activity, submitting a higher number of tenders, advertising in target publications, exhibiting at relevant events, improving website pages, and training and empowering staff to cross sell services.

#### Online activity

MOHS's corporate website is providing a growing number of new business leads and throughout the financial year, our website was consistently ranked first in the natural listings for 'occupational health west midlands' and 'occupational health midlands' searches, following increased investment in search engine optimisation (SEO)

MOHS also moved a step closer towards paperless client data by making several of its clinical forms available online

#### **DIRECTORS' REPORT (CONTINUED)**

#### FOR THE YEAR ENDED 31 MARCH 2013

#### Financial review

Despite another challenging year we were pleased to report an increase in turnover and satisfactory outcome for the financial year ending 31 March 2013

Sufficient reserves are held to meet operational expenses to cover at least a six week period without further income. This is due to the income stream being cyclical.

#### Plans for the future

Although there are no indications of the economy improving in the short to medium term, MOHS will continue to improve its service offering, seek new revenue streams and safeguard its profit margins

#### **Growth areas**

Areas earmarked for significant growth remain similar to those identified in the previous year's annual report

They are travel health, absence management initiatives, employee wellbeing and health promotion, health and safety training, and drug and alcohol screening

MOHS is planning to investigate - with a view to providing - e-learning tools to support some of its services, for example, stress management workshops, manual handling training, first aid at work training and employee wellbeing and health promotion

#### Health & safety opportunities

With the HSE (Health and Safety Executive) continuing to divert resources away from providing advice to focus on legal enforcement, organisations and businesses will need to look elsewhere for H&S guidance on statutory compliance, thus providing MOHS with an opportunity to promote its H&S advisory service and training courses

#### Disclosure of information to auditors

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

#### **Auditors**

A resolution proposing that CK Audit be reappointed as auditors of the company will be put to the members

On behalf of the board of directors

Mr Geoff Fisher

Chairman

Dated 14 August 2013

#### STATEMENT OF DIRECTORS' RESPONSIBILITIES

The trustees (who are also directors of MOHS Workplace Health Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and 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 charitable company will continue in operation

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### In so far as the trustees are aware

- there is no relevant audit information of which the charitable company's auditor is unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

#### INDEPENDENT AUDITORS' REPORT

#### TO THE MEMBERS OF MOHS WORKPLACE HEALTH LIMITED

We have audited the accounts of MOHS Workplace Health Limited for the year ended 31 March 2013 set out on pages 9 to 17. 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 charitable 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 charitable 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 charitable company and its 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 statement of directors' responsibilities, the directors, who also act as trustees for the charitable activities of MOHS Workplace Health Limited, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view

Our responsibility is to audit and express an opinion on the accounts 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 accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charity'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 accounts. In addition, we read all the financial and non-financial information in the Directors' Annual Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### Opinion on accounts

In our opinion the accounts

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its
  incoming resources and application of resources, including its income and expenditure, 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

#### 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 accounts are prepared is consistent with the accounts

# INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE MEMBERS OF MOHS WORKPLACE HEALTH LIMITED

#### 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
- the accounts are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit

Wendy Davies (Senior Statutory Auditor) for and on behalf of CK Audit

Chartered Accountants Statutory Auditor No 4 Castle Court 2 Castlegate Way Dudley West Midlands DY1 4RH

Dated 14 August 2013

# STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

#### FOR THE YEAR ENDED 31 MARCH 2013

		2013	2012
	Notes	£	£
Incoming resources from generated funds		·	
Investment income	2	129	125
Incoming resources from charitable activities	3	1,634,718	1,593,875
Other incoming resources	4	854	-
Total incoming resources		1,635,701	1,594,000
Resources expended	5		
Charitable activities			
Workplace Health Service		1,485,967	1,452,874
Governance costs		56,946	53,902
Total resources expended		1,542,913	1,506,776
Net income for the year/		<del></del>	
Net movement in funds		92,788	87,224
Fund balances at 1 April 2012		1,041,711	954,487
Fund balances at 31 March 2013		1,134,499	1,041,711

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006

#### **BALANCE SHEET**

#### **AS AT 31 MARCH 2013**

		20	13	20	12
	Notes	£	£	£	£
Fixed assets					
Tangible assets	10		618,789		645,078
Current assets					
Debtors	11	243,956		291,169	
Cash at bank and in hand		422,973		324,749	
		666,929		615,918	
Creditors <sup>,</sup> amounts falling due within one year	12	(151,219)		(189,438)	
Net current assets			515,710		426,480
Total assets less current liabilities			1,134,499		1,071,558
Creditors. amounts falling due after more than one year	13		_		(29,847)
Net assets			1,134,499 ————		1,041,711
Income funds					
Unrestricted funds					
Unrestricted income funds		1,053,849		961,061	
Revaluation reserve		80,650		80,650	
			1,134,499		1,041,711
			1,134,499		1,041,711
			<del></del>		

The accounts were approved by the Board on 14 August 2013

Mr Geoff Fisher Chairman

Company Registration No 00731728

#### **NOTES TO THE ACCOUNTS**

#### FOR THE YEAR ENDED 31 MARCH 2013

#### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention modified to include the revaluation of certain fixed assets

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006

#### 1.2 Tangible fixed assets and depreciation

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

Freehold land is not depreciated

Freehold buildings

Nil

Plant and machinery

25% reducing balance

Fixtures, fittings & equipment

10% - 25% reducing balance

Motor vehicles

25% reducing balance

No depreciation is provided in respect of freehold land and buildings as the directors are of the opinion that their useful economic lives and estimated residual values are such that any element of depreciation is not material

#### 1.3 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

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

#### 1.4 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

#### 1.5 Fund accounting

Unrestricted funds are available for use at the discretion of the directors in furtherance of the general objectives of the charity. Unrestricted funds include a revaluation reserve representing the restatement of freehold property at market value.

Designated funds are unrestricted funds earmarked by the directors for particular purposes

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal

### NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

#### Accounting policies (Continued)

#### 16 Incoming resources

All incoming resources are included in the statement of financial activities when the company is entitled to income and the amount can be quantified with reasonable accuracy. The following specific policies are appled to particular categories of income

Investment income is included when receivable,

Incoming resources from charitable trading activity are accounted for when earned

#### 1.7 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. The company operates a partially exempt vat scheme. Irrecoverable vat is written off in the year as an administrative expense

#### 2 Investment income

		2013 £	2012 £
	Interest receivable	129	125
3	Incoming resources from charitable activities		
		2013	2012
		£	£
	Membership & Nurse Based Screening	957,852	964,262
	Stores	5,155	4,013
	Doctors	490,116	421,039
	Training	181,595	204,561
		1,634,718	1,593,875
	Other meaning recourses		=======================================
4	Other incoming resources		
		2042	2012

2013	2012
£	£
Net gain on disposal of fixed assets 854	-

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

	Total resources expended	Staff	Depreciation	Other	Total	Total
		costs	•	costs	2013	2012
		£	£	£	£	£
	Charitable activities Workplace Health Service					
	Activities undertaken directly	591,324	17,077	343,169	951,570	898,641
	Support costs	270,409	13,422	250, 566	534,397	554,233
	Total	861,733	30,499	593,735	1,485,967	1,452,874
	Governance costs	52,097	-	4,849	56,946	53,902
		913,830	30,499	598,584	1,542,913	1,506,776
	Governance costs includes payment	s to the auditors	of £3,500 (2012	£3,400) for	audit fees	
6	Governance costs includes payment  Activities undertaken directly	s to the auditors	of £3,500 (2012	£3,400) for	audit fees	
6		s to the auditors	of £3,500 (2012	£3,400) for	audıt fees 2013	2012
6	Activities undertaken directly		· ·	£3,400) for		2012 £
6			· ·	£3,400) for	2013	
6	Activities undertaken directly  Other costs relating to Workplace He		· ·	£3,400) for	2013 £	£
	Activities undertaken directly  Other costs relating to Workplace He Direct charitable exps 1 Other		· ·	£3,400) for	2013 £ 343,169 343,169	£ 267,226
7	Activities undertaken directly  Other costs relating to Workplace He		· ·	£3,400) for	2013 £ 343,169 343,169	267,226 267,226
	Activities undertaken directly  Other costs relating to Workplace He Direct charitable exps 1 Other		· ·	£3,400) for	2013 £ 343,169 343,169	£ 267,226
	Activities undertaken directly  Other costs relating to Workplace He Direct charitable exps 1 Other  Support costs		· ·	£3,400) for	2013 £ 343,169 343,169 2013 £ 250,566	267,226 267,226 2012 £ 249,466
	Activities undertaken directly  Other costs relating to Workplace He Direct charitable exps 1 Other  Support costs  Admin Staff costs		· ·	£3,400) for	2013 £ 343,169 343,169 2013 £ 250,566 270,409	267,226 267,226 2012 £ 249,466 290,957
	Activities undertaken directly  Other costs relating to Workplace He Direct charitable exps 1 Other  Support costs		· ·	£3,400) for	2013 £ 343,169 343,169 2013 £ 250,566	267,226 267,226 2012 £ 249,466

#### 8 Directors

The Articles of Association were amended in the year to 31 March 2011 to enable employees to be appointed to the Board During the year to 31 March 2011 two employees were appointed directors of the company. The remuneration of these directors relate to their roles as employees, they are not remuerated for the role as directors.

The average weekly number of employees during the year was

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

#### 9 Employees

Number of employees	Num	ıber	of e	emp	loy	ees
---------------------	-----	------	------	-----	-----	-----

	Number	Number
Doctors	-	1
Administration	10	9
Miscellaneous	1	1
Management	2	3
Occupational Health Advisors	16	14
Health Screen Technicians	2	3
Health & Safety Trainers	3	3
Marketing	1	1
	35	35

Employment costs	2013 £	2012 £
Wages and salaries	822,598	854,393
Social security costs	77,362	84,416
Other pension costs	13,870	14,268

13,870 14,268 913,830 953,077

2013

2012

There were no employees whose annual remuneration was £60,000 or more

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

10	Tangible fixed assets					
		Land and buildings	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
		£	£	£	£	£
	Cost or valuation					
	At 1 April 2012	513,591	128,760	235,233	215,029	1,092,613
	Additions	-	1,537	4,069	-	5,606
	Disposals	-	(1,500)	-	(8,968)	(10,468)
	At 31 March 2013	513,591	128,797	239,302	206,061	1,087,751
	Depreciation					
	At 1 April 2012	-	114,693	188,066	144,776	447,535
	On disposals	-	(1,500)	-	(7,572)	(9,072)
	Charge for the year	-	3,901	8,154	18,444	30,499
	At 31 March 2013	•	117,094	196,220	155,648	468,962
	Net book value					
	At 31 March 2013	513,591	11,703	43,082	50,413	618,789
	At 31 March 2012	513,591	14,067	47,167	70,253	645,078
		<del></del>		<del></del>		

Comparable historical cost for the land and buildings included at valuati	on	
	2013	2012
	£	£
Cost	510,218	510,218
Accumulated depreciation		-
At 31 March 2013	510,218	510,218

All other tangible fixed assets are stated at historical cost

The freehold property was revalued in 1998 by the directors at open market value. Additions since that date are included at cost. This treatment is in line with FRS 15 transitional provisions.

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

11	Debtors	2013 £	2012 £
	Trade debtors	230,342	281,323
	Prepayments and accrued income	13,614	9,846
		243,956 	291,169 ———
12	Creditors <sup>,</sup> amounts falling due within one year	2013	2012
12	Creditors amounts raining due within one year	2013 £	2012 £
	Trade creditors	70,786	76,085
	Taxes and social security costs	35,465	44,872
	Other creditors	23,303	55,928
	Accruais	21,665	12,553
		151,219	189,438
13	Creditors amounts falling due after more than one year	2013	2012
		£	£
	Other loans	-	23,301
	Accruals	<del>-</del>	6,546
		-	29,847
			·
	Analysis of loans Wholly repayable within five years		23,301
	Wholly repayable within five years	<u>-</u>	
			23,301
	Loan maturity analysis		
	In more than one year but not more than two years	-	23,301
		•	23,301

The loan repayable to Legal and General Assurance Society amounting to £23,303 (2012 £79,231) (of which £23,303 (2012 £55,928) is included within creditors falling due within one year) is secured by a fixed and only legal charge over the freehold property comprising of 83, 85 and 87 Birmingham Road, West Bromwich, West Midlands

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

#### 14 Commitments under operating leases

At 31 March 2013 the company had annual commitments under non-cancellable operating leases as follows

	2013	2012
	£	£
Expiry date		
Within one year	2,042	_
Between two and five years	391	2,433
	2,433	2,433

#### 15 Related parties

Martyn Round is a director of MOHS Workplace Health Ltd and is also director of H S Richards Ltd. The company provided services at the value of £nil (2012 £58) to H S Richards Ltd during the year

Justin Owens is a director of MOHS Workplace Health Ltd and is also an employee of Robinson Brothers. The company provided services to the value of £14,669 (2012 £13,951) during the year and there was a balance due from Robinson Brothers at the year end of £1,169 (2012 £2,093)