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**CITY OFFICE INTERIORS LIMITED**

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**UNAUDITED**

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 OCTOBER 2020**

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**CITY OFFICE INTERIORS LIMITED**

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**COMPANY INFORMATION**

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<b>Directors</b>	D C Brown S D Spires C Brandist
<b>Registered number</b>	01854684
<b>Registered office</b>	Albany House Hurst Street Birmingham B5 4BD

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**CITY OFFICE INTERIORS LIMITED**

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**CITY OFFICE INTERIORS LIMITED**

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**DIRECTORS' REPORT  
FOR THE YEAR ENDED 31 OCTOBER 2020**

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The directors present their report and the financial statements for the year ended 31 October 2020.

**Directors**

The directors who served during the year were:

D C Brown  
S D Spires  
C Brandist

**Small companies note**

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the board on 20 February 2021 and signed on its behalf.

**D C Brown**  
Director

CITY OFFICE INTERIORS LIMITED

STATEMENT OF INCOME AND RETAINED EARNINGS  
FOR THE YEAR ENDED 31 OCTOBER 2020

	Note	2020 £	2019 £
Turnover		4,680,172	10,137,255
Cost of sales		(3,672,089)	(7,287,020)
<b>Gross profit</b>		<b>1,008,083</b>	<b>2,850,235</b>
Administrative expenses		(936,635)	(2,405,391)
<b>Operating profit</b>		<b>71,448</b>	<b>444,844</b>
Interest receivable and similar income		1,810	7,975
Interest payable and expenses		-	(331)
<b>Profit before tax</b>		<b>73,258</b>	<b>452,488</b>
Tax on profit		(15,006)	(93,389)
<b>Profit after tax</b>		<b>58,252</b>	<b>359,099</b>
Retained earnings at the beginning of the year		1,717,138	1,608,039
Profit for the year		58,252	359,099
Dividends declared and paid		-	(250,000)
<b>Retained earnings at the end of the year</b>		<b>1,775,390</b>	<b>1,717,138</b>

There were no recognised gains and losses for 2020 or 2019 other than those included in the statement of income and retained earnings.

The notes on pages 4 to 9 form part of these financial statements.

**CITY OFFICE INTERIORS LIMITED**  
**REGISTERED NUMBER: 01854684**

**BALANCE SHEET**  
**AS AT 31 OCTOBER 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	4	74,818	165,891
<b>Current assets</b>			
Stocks		40,663	150,637
Debtors: amounts falling due within one year	5	518,143	1,632,719
Cash at bank and in hand		2,371,274	3,727,143
		<u>2,930,080</u>	<u>5,510,499</u>
Creditors: amounts falling due within one year	7	<u>(1,219,508)</u>	<u>(3,949,252)</u>
<b>Net current assets</b>		<u>1,710,572</u>	<u>1,561,247</u>
<b>Total assets less current liabilities</b>		<u>1,785,390</u>	<u>1,727,138</u>
<b>Net assets</b>		<u><u>1,785,390</u></u>	<u><u>1,727,138</u></u>
<b>Capital and reserves</b>			
Called up share capital		10,000	10,000
Profit and loss account		1,775,390	1,717,138
		<u><u>1,785,390</u></u>	<u><u>1,727,138</u></u>

The directors consider that the Company is entitled to exemption from audit under section 477 of the Companies Act 2006 and members have not required the Company to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

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 financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements were approved and authorised for issue by the board and were signed on its behalf on 20 February 2021.

**S D Spires**

Director

The notes on pages 4 to 9 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020**

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**1. General information**

City Office Interiors Limited is a limited liability company incorporated and domiciled in the United Kingdom. The address of its registered office is shown on the company information page.

The financial statements are prepared in Sterling (£) which is the functional currency of the company. The financial statements are for a period of 52 weeks ended 31 October 2020 (2019: 52 weeks ended 31 October 2019).

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with Section 1A of Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and the Companies Act 2006.

The following principal accounting policies have been applied:

**2.2 Turnover**

Turnover is recognised to the extent that it is probable that the economic benefits will flow to the Company and the turnover can be reliably measured. Turnover is measured as the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes. The following criteria must also be met before turnover is recognised:

**Rendering of services**

Turnover from a contract to provide services is recognised in the period in which the services are provided in accordance with the stage of completion of the contract when all of the following conditions are satisfied:

- the amount of turnover can be measured reliably;
- it is probable that the Company will receive the consideration due under the contract;
- the stage of completion of the contract at the end of the reporting period can be measured reliably; and
- the costs incurred and the costs to complete the contract can be measured reliably.

**2.3 Operating leases: the Company as lessee**

Rentals paid under operating leases are charged to profit or loss on a straight line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the lease term, unless another systematic basis is representative of the time pattern of the lessee's benefit from the use of the leased asset.

**2.4 Interest income**

Interest income is recognised in profit or loss using the effective interest method.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020**

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**2. Accounting policies (continued)**

**2.5 Finance costs**

Finance costs are charged to profit or loss over the term of the debt using the effective interest method so that the amount charged is at a constant rate on the carrying amount. Issue costs are initially recognised as a reduction in the proceeds of the associated capital instrument.

**2.6 Pensions**

**Defined contribution pension plan**

The Company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Company pays fixed contributions into a separate entity. Once the contributions have been paid the Company has no further payment obligations.

The contributions are recognised as an expense in profit or loss when they fall due. Amounts not paid are shown in accruals as a liability in the Balance sheet. The assets of the plan are held separately from the Company in independently administered funds.

**2.7 Current and deferred taxation**

The tax expense for the year comprises current and deferred tax. Tax is recognised in profit or loss except that a charge attributable to an item of income and expense recognised as other comprehensive income or to an item recognised directly in equity is also recognised in other comprehensive income or directly in equity respectively.

The current income tax charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the balance sheet date in the countries where the Company operates and generates income.

Deferred tax balances are recognised in respect of all timing differences that have originated but not reversed by the Balance sheet date, except that:

- The recognition of deferred tax assets is limited to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits; and
- Any deferred tax balances are reversed if and when all conditions for retaining associated tax allowances have been met.

Deferred tax balances are not recognised in respect of permanent differences except in respect of business combinations, when deferred tax is recognised on the differences between the fair values of assets acquired and the future tax deductions available for them and the differences between the fair values of liabilities acquired and the amount that will be assessed for tax. Deferred tax is determined using tax rates and laws that have been enacted or substantively enacted by the balance sheet date.



NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

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**2. Accounting policies (continued)**

**2.8 Tangible fixed assets**

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

At each reporting date the company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined which is the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Motor vehicles	- 25%
Fixtures and fittings	- 10-20%

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in profit or loss.

**2.9 Stocks**

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

Profit on long-term contracts is taken as the work carried out if the final outcome can be assessed with reasonable certainty. The profit included is calculated on a prudent basis to reflect the proportion of the work carried out at the year end, by recording turnover and related costs as contract activity progresses. Turnover is calculated as the proportion of total contract value with costs incurred to date bear to total expected costs for that contract. Revenues derived from variations on contracts are recognised only when they have been accepted by the customer. Full provision is made for losses on all contracts in the year in which they are first foreseen.

**2.10 Debtors**

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

**2.11 Cash and cash equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

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**2. Accounting policies (continued)**

**2.12 Creditors**

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

**2.13 Provisions for liabilities**

Provisions are made where an event has taken place that gives the Company a legal or constructive obligation that probably requires settlement by a transfer of economic benefit, and a reliable estimate can be made of the amount of the obligation.

Provisions are charged as an expense to profit or loss in the year that the Company becomes aware of the obligation, and are measured at the best estimate at the Balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance sheet.

**2.14 Dividends**

Equity dividends are recognised when they become legally payable. Interim equity dividends are recognised when paid. Final equity dividends are recognised when approved by the shareholders at an annual general meeting.

**3. Employees**

The average monthly number of employees, including directors, during the year was 8 (2019 - 8).

CITY OFFICE INTERIORS LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

4. Tangible fixed assets

	Motor vehicles £	Fixtures and fittings £	Total £
<b>Cost or valuation</b>			
At 1 November 2019	289,699	63,238	352,937
Additions	30,979	1,316	32,295
Disposals	(139,196)	(2,286)	(141,482)
At 31 October 2020	181,482	62,268	243,750
<b>Depreciation</b>			
At 1 November 2019	127,164	59,883	187,047
Charge for the year on owned assets	57,539	2,392	59,931
Disposals	(75,760)	(2,286)	(78,046)
At 31 October 2020	108,943	59,989	168,932
<b>Net book value</b>			
At 31 October 2020	72,539	2,279	74,818
<b>At 31 October 2019</b>	162,536	3,355	165,891

5. Debtors

	2020 £	2019 £
Trade debtors	205,164	1,180,280
Other debtors	230,200	369,322
Prepayments and accrued income	48,779	56,117
Deferred taxation	34,000	27,000
	518,143	1,632,719

**CITY OFFICE INTERIORS LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020**

**6. Cash and cash equivalents**

	2020	2019
	£	£
Cash at bank and in hand	<u>2,371,274</u>	<u>3,727,143</u>

**7. Creditors: Amounts falling due within one year**

	2020	2019
	£	£
Trade creditors	784,790	1,633,134
Corporation tax	22,000	100,000
Other taxation and social security	74,626	282,782
Other creditors	13,836	-
Accruals and deferred income	324,256	1,933,336
	<u>1,219,508</u>	<u>3,949,252</u>

**8. Pension commitments**

The company contributes to individuals' personal pension plans and the pension cost charge for the year was £51,945 (2019: £77,732). Contributions totalling £13,836 (2019: £22,204) were payable at the balance sheet date and are included in accruals.

**9. Commitments under operating leases**

At 31 October 2020 the Company had future minimum lease payments due under non-cancellable operating leases for each of the following periods:

	2020	2019
	£	£
Not later than 1 year	6,903	22,435
Later than 1 year and not later than 5 years	-	6,903
	<u>6,903</u>	<u>29,338</u>

**10. Controlling party**

The controlling party is S D Spires by virtue of his majority holding in the share capital of the company.



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.