# Europa Group Limited ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2008

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Shaw Gibbs LLP
Chartered Certified Accountants

# ABBREVIATED ACCOUNTS

# YEAR ENDED 31 DECEMBER 2008

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## OFFICERS AND PROFESSIONAL ADVISERS

B M Hulbert S A Salter The board of directors

M-A King A C Powell

Company secretary

M-A King

Registered office Europa House Midland Way

Thornbury Bristol BS35 2JX

**Auditor** Shaw Gibbs LLP

**Chartered Certified Accountants** 

& Registered Auditor 264 Banbury Road Oxford

OX2 7DY

Bankers

National Westminster Bank Plc

Corporate Division Abbey Street Reading RG1 3BA

Operational address Europa House

Midland Way Thombury Bristol BS35 2JX

#### THE DIRECTORS' REPORT

#### YEAR ENDED 31 DECEMBER 2008

The directors have pleasure in presenting their report and the financial statements of the company for the year ended 31 December 2008.

#### **Principal Activities and Business Review**

The principal activity of the company during the year was that of an insurance intermediary.

2008 saw a solid performance in what is proving to be a challenging and changing market place. During 2008 and continuing into 2009 significant investment in a new IT platform is occurring to ensure that the company is well placed for the future. Cash positions remain strong.

The directors consider the results for the year to be satisfactory. The company is authorised and regulated by the Financial Services Authority, registration number 309794.

## **Future Developments**

In the second quarter of 2009 the company will invest in new offices to ensure the business can operate with optimum efficiency and flexibility whilst responding to the changing needs facing the company and the industry.

#### **Results and Dividends**

The profit for the year, after taxation, amounted to £732,543. The directors have not recommended a dividend.

## Financial Risk Management Objectives and Policies

The company does not have material exposures to financial risks and has maintained a strong cash position. The company does not hold and has not issued any financial instruments. Credit risk is managed through the company's control procedures and all the company's liabilities can be met from liquid funds.

#### Directors

The directors who served the company during the year were as follows:

B M Hulbert

S A Salter

M-A King A C Powell (Appointed 1 July 2008)

(Appointed 1 August 2008)

P T Baker C A Shuker (Retired 21 July 2008) (Retired 1 May 2008)

Employment Policies

The company treats all staff and job applicants equally. Selection, recruitment, advancement and promotion are based on merit and not on any consideration of age, gender, marital status, colour or religion. The company aims to comply, as far as is possible, with the Code of Good Practice on the Employment of Disabled People issued by the Employment Service.

## **Training and Development**

The Training Department provides training for all of the company's key services. Company policy is to deliver consistently high client service through continuous monitoring and feedback on sales and administration activities, assisted by regular in-house coaching, tutoring and development courses. Staff are encouraged, where applicable, to qualify through examination with the Chartered Insurance Institute. The company meets the costs of training materials and examination fees and additionally provides time and tuition within normal working hours.

#### **FSA Compliance**

The Compliance Officer monitors continuously those matters falling within the Financial Services Authority rules and guidelines.

#### Corporate Governance

The directors act as the Internal Audit Committee on Corporate Governance and hold regular meetings to review policies and procedures. The company consults, where applicable, with senior industry professionals and strives continuously for high professional standards.

#### Risk Management

Business Risks and Disaster Recovery Plans are reviewed regularly by the Directors. Similarly policies to detect and avoid Money Laundering are in place and reviewed regularly.

## Policy on the Payment of Creditors

Company policy is to pay all suppliers within 30 days or within any credit period granted if longer.

#### THE DIRECTORS' REPORT (continued)

#### YEAR ENDED 31 DECEMBER 2008

**Directors' Responsibilities** 

The directors are responsible for preparing the Annual 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). The financial statements are required by law to 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 those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- 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 proper accounting records that 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 1985. 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.

In so far as the directors are aware:

- there is no relevant audit information of which the company's auditor is unaware; and
- the directors 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.

Registered office: Europa House Midland Way Thornbury Bristol BS35 2JX Signed by order of the directors

M-A KING

Company Secretary

Approved by the directors on 28 Ang 2009

#### INDEPENDENT AUDITOR'S REPORT TO EUROPA GROUP LIMITED

#### **UNDER SECTION 247B OF THE COMPANIES ACT 1985**

We have examined the abbreviated accounts, together with the financial statements of Europa Group Limited for the year ended 31 December 2008 prepared under Section 226 of the Companies Act 1985.

This report is made solely to the company, in accordance with Section 247B of the Companies Act 1985. Our work has been undertaken so that we might state to the company those matters we are required to state to it in a special 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 for our work, for this report, or for the opinions we have formed.

Respective Responsibilities of Directors and Auditor

The directors are responsible for preparing the abbreviated accounts in accordance with Section 246A of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with Section 246A(3) of the Act to the Registrar of Companies and whether the abbreviated accounts have been properly prepared in accordance with that provision and to report our opinion to you.

**Basis of Opinion** 

We conducted our work in accordance with Bulletin 2006/3 "The special auditor's report on abbreviated accounts in the United Kingdom" issued by the Auditing Practices Board. In accordance with that Bulletin we have carried out the procedures we consider necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared.

Opinion

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with Section 246A(3) of the Companies Act 1985, and the abbreviated accounts have been properly prepared in accordance with that provision.

Shaw Gibbs Lul

**Chartered Certified Accountants** 

& Registered Auditor

264 Banbury Road Oxford OX2 7DY

3 September 2009

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# ABBREVIATED PROFIT AND LOSS ACCOUNT

## YEAR ENDED 31 DECEMBER 2008

	Note	2008 £	2007 £
GROSS PROFIT		6,265,319	5,928,239
Administrative expenses		5,367,771	4,931,898
OPERATING PROFIT	2	897,548	996,341
Interest receivable		116,540	149,164
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		1,014,088	1,145,505
Tax on profit on ordinary activities	5	281,545	326,690
PROFIT FOR THE FINANCIAL YEAR		732,543	818,815

All of the activities of the company are classed as continuing.

The company has no recognised gains or losses other than the results for the year as set out above.

## **ABBREVIATED BALANCE SHEET**

#### **31 DECEMBER 2008**

		2008		2007
	Note	£	£	£
FIXED ASSETS Intangible assets Tangible assets	7 8		- 412,016	- 315,225
			412,016	315,225
CURRENT ASSETS				
Debtors Cash at bank	9	1,001,932 1,880,439		859,422 1,222,682
		2,882,371		2,082,104
CREDITORS: Amounts falling due within one year	10	1,575,587		1,411,072
NET CURRENT ASSETS		<del></del>	1,306,784	671,032
TOTAL ASSETS LESS CURRENT LIABILITIES			1,718,800	986,257
CAPITAL AND RESERVES				
Called-up equity share capital	12		100,000	100,000
Profit and loss account	13		1,618,800	886,257
SHAREHOLDERS' FUNDS	14		1,718,800	986,257

These abbreviated financial statements have been prepared in accordance with the special provisions for medium-sized companies under Part VII of the Companies Act 1985.

These abbreviated accounts were approved by the directors and authorised for issue on their behalf by:

S A Salter Director

M-A King Director

The notes on pages 8 to 13 form part of these abbreviated accounts.

# **CASH FLOW STATEMENT**

# YEAR ENDED 31 DECEMBER 2008

	Note	2008 £	£	2007 £
NET CASH INFLOW FROM OPERATING ACTIVITIES	15.1	~	1,113,402	1,867,053
RETURNS ON INVESTMENTS AND SERVICING OF FINANCE	15.II		116,540	149,164
TAXATION	15.III		(286,012)	(316,289)
CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT	15.IV		(253,369)	(248,637)
EQUITY DIVIDENDS PAID			_	(1,000,000)
CASH INFLOW BEFORE FINANCING			690,561	451,291
FINANCING	15.V		(32,804)	84,847
INCREASE IN CASH	15.VI		657,757	536,138

#### NOTES TO THE ABBREVIATED ACCOUNTS

#### YEAR ENDED 31 DECEMBER 2008

#### 1. **Accounting Policies**

#### Basis of accounting

The financial statements have been prepared under the historical cost convention.

As the company is a wholly owned subsidiary undertaking of Blue Boar Holdings Limited, the company has taken advantage of the exemption in FRS 8 and has therefore not disclosed transactions with entities which form part of the group.

#### 1.2 Turnover

The turnover shown in the profit and loss account represents brokerage earned in the period.

#### 1.3 Amortisation

Amortisation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Goodwill write off is varied according to the nature of business acquired up to a maximum of 5 years

#### Fixed assets

All fixed assets are initially recorded at cost.

#### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Leasehold Property Period of lease Computer Equipment Over three years Fixtures, Fittings & Office Equipment - Over five years Motor Vehicles Over four years

#### Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

#### 1.7 Deferred taxation

Deferred tax arises as a result of including items of income and expenditure in taxation computations in periods different from those in which they are included in the company's accounts. Deferred tax is provided in full on timing differences which result in an obligation to pay more (or less) tax at a future date, at the average tax rates that are expected to apply when the timing differences reverse, based on current tax rates and laws.

Deferred tax is not provided on timing differences arising from the revaluation of fixed assets where there is no commitment to sell the asset.

### Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

# **Operating Profit**

Operating profit is stated after charging/(crediting):

	2008 €	2007 £
Depreciation of owned fixed assets	158,578	125,691
Profit on disposal of fixed assets	(2,000)	· -
Auditor's remuneration		
- as auditor	20,490	18,730
Operating lease costs:		
- Other	106,583	117,684

# NOTES TO THE ABBREVIATED ACCOUNTS

# YEAR ENDED 31 DECEMBER 2008

# Particulars of Employees

Total current tax (note 5(a))

The average number of staff employed by the company during the financial year amounted to:

	Number of administrative staff	2008 No 124	2007 No 127
	The aggregate payroll costs of the above were:		
	Wages and salaries Social security costs	2008 £ 2,615,146 260,538 2,875,684	2007 £ 2,523,238 225,115 2,748,353
4.	Directors' Emoluments		
	The directors' aggregate emoluments in respect of qualifying services were:		
	Emoluments receivable	2008 £ 315,528	2007 £ 281,250
	Emoluments of highest paid director:		***
	Total emoluments (excluding pension contributions)	2008 £ 1 <u>04,417</u>	2007 £ 123,333
5.	Taxation on Ordinary Activities		
	(a) Analysis of charge in the year		
	Current tax:	2008 £	2007 £
	UK Corporation tax based on the results for the year Over/under provision in prior year	281,545 -	326,493 197
	Total current tax	281,545	326,690
	(b) Factors affecting current tax charge		
	The tax assessed on the profit on ordinary activities for the year is lower than the stand UK of 28.50% (2007 - 30%).	ard rate of corpora	ition tax in the
		2008	2007
	Profit on ordinary activities before taxation	£ 1,014,088	£ 1,145,505
	Profit on ordinary activities by rate of tax Non-allowable expenses Capital allowances in excess of depreciation/loss on disposal Prior year over provision Consortium relief	288,987 4,152 (69) - (11,525)	343,651 3,885 (15,784) 197 (5,259)

281,545

326,690

# NOTES TO THE ABBREVIATED ACCOUNTS

# YEAR ENDED 31 DECEMBER 2008

6.	Dividends					
	Equity dividends				2008 £	2007 £
	Paid during the year: Equity dividends on ordinary shares				<u>-</u> -	1,000,000
7.	Intangible Fixed Assets					Goodwill
	COST At 1 January 2008 and 31 December	er 2008				195,492
	AMORTISATION At 1 January 2008 and 31 December	er 2008				195,492
	NET BOOK VALUE At 31 December 2008					_
	At 31 December 2007					
8.	Tangible Fixed Assets					
		Leasehold Property	Computer Fi Equipment £	Fixtures, ttings & Office Equipment £	Motor Vehicles £	Total £
	COST	£	T.	Ł	E.	L,
	At 1 January 2008	187,768	405,455	314,110	47,416	954,749
	Additions Disposals	4,473	250,896	_	_ (10,250)	255,369 (10,250)
	•				· · · · · · · · · · · · · · · · · · ·	<del></del>
	At 31 December 2008	192,241	656,351	314,110	37,166	1,199,868
	DEPRECIATION					
	At 1 January 2008	182,028	279,430	152,174	25,892	639,524
	Charge for the year	3,799	110,184	36,797	7,798	158,578
	On disposals				(10,250)	(10,250)
	At 31 December 2008	185,827	389,614	188,971	23,440	787,852
	NET BOOK VALUE					
	At 31 December 2008	6,414	266,737	125,139	13,726	412,016
	At 31 December 2007	5,740	126,025	161,936	21,524	315,225
9.	Debtors					
					2008	2007
	Trade debtors				£ 828,459	£ 362,493
	Amounts owed by group undertaking	ıs			79,074	334,300
	Other debtors				2,535	69,358 93,271
	Prepayments and accrued income				91,864	93,271
					1,001,932	859,422

# NOTES TO THE ABBREVIATED ACCOUNTS

## YEAR ENDED 31 DECEMBER 2008

# 10. Creditors: Amounts falling due within one year

	2008	2007
	£	£
Trade creditors	820,708	974,335
Taxation and social security	564,870	213,924
Other creditors and accruals	190,009	222,813
	1,575,587	1,411,072

# 11. Commitments under Operating Leases

At 31 December 2008 the company had annual commitments under non-cancellable operating leases as set out below.

			Land and buildings 2008 206	
			£	£
Operating leases which expire: Within 1 year Within 2 to 5 years After more than 5 years			18,017 92,570 -	102,724 153,660
			110,587	256,384
Share Capital				
Authorised share capital:				
			2008	2007 £
1,000,000 Ordinary shares of £1 each			1,000,000	1,000,000
Allotted, called up and fully paid:				
	2008	•	2007	£
Ordinary shares of £1 each	100,000	100,000	100,000	100,000
Profit and Loss Account				
			2008	2007 £
Balance brought forward Profit for the financial year Equity dividends			886,257 732,543 -	1,067,442 818,815 (1,000,000)
Balance carried forward			1,618,800	886,257
Reconciliation of Movements in Shareholders' Fun	ds			
			2008	2007 £
Profit for the financial year Equity dividends			732,543	818,815 (1,000,000)
Net addition/(reduction) to shareholders' funds Opening shareholders' funds			732,543 986,257	(181,185) 1,167,442
Closing shareholders' funds			1,718,800	986,257
	Within 2 to 5 years After more than 5 years  Share Capital  Authorised share capital:  1,000,000 Ordinary shares of £1 each  Allotted, called up and fully paid:  Ordinary shares of £1 each  Profit and Loss Account  Balance brought forward Profit for the financial year Equity dividends  Balance carried forward  Reconciliation of Movements in Shareholders' Fun  Profit for the financial year Equity dividends  Net addition/(reduction) to shareholders' funds Opening shareholders' funds	Within 1 year Within 2 to 5 years After more than 5 years  Share Capital  Authorised share capital:  1,000,000 Ordinary shares of £1 each  Allotted, called up and fully paid:  2008 No 100,000  Profit and Loss Account  Balance brought forward Profit for the financial year Equity dividends  Balance carried forward  Reconciliation of Movements in Shareholders' Funds  Profit for the financial year Equity dividends  Net addition/(reduction) to shareholders' funds  Opening shareholders' funds	Within 1 year Within 2 to 5 years After more than 5 years  Share Capital  Authorised share capital:  1,000,000 Ordinary shares of £1 each  Allotted, called up and fully paid:  Ordinary shares of £1 each  Profit and Loss Account  Balance brought forward Profit for the financial year Equity dividends  Profit for the financial year Equity dividends  Profit for the financial year Equity dividends  Net addition/(reduction) to shareholders' funds  Opening shareholders' funds	Coperating leases which expire:   Within 1 year

# NOTES TO THE ABBREVIATED ACCOUNTS

# YEAR ENDED 31 DECEMBER 2008

## 15. Notes to the Statement of Cash Flows

# Reconciliation of Operating Profit to Net Cash Inflow from Operating Activities

		2008 £	2007 £
Operating profit		897,548	996,341
Depreciation Profit on disposal of fixed assets		158,578 (2,000)	125,691
(Increase)/decrease in debtors		(142,510)	241,133
Increase in creditors		201,786	503,888
Net cash inflow from operating activities		1,113,402	1,867,053
II Returns on Investments and Servicing of Finance			
		2008	2007 £
Interest received		£ 116,540	149,164
Net cash inflow from returns on investments and servicing of			
finance		116,540	149,164
III Taxation			
		2008	2007
Taxation		£ (286,012)	£ (316,289)
( axauoti		(100,012)	(0.10,200)
IV Capital Expenditure			
		2008	2007 £
Payments to acquire tangible fixed assets		£ (255,369)	(248,637)
Receipts from sale of fixed assets		2,000	
Net cash outflow from capital expenditure		(253,369)	(248,637)
V Financing			
		2008	2007
Net (outflow)/inflow from other short-term creditors		£ (32,804)	£ 84,847
Net cash (outflow)/inflow from financing		(32,804)	84,847
3			
VI Reconciliation of Net Cash Flow to Movement in Net Funds	3		
	2008	£	2007 £
Increase in cash in the period	£ 657,757	T.	536,138
Net outflow from/(inflow) from other short-term creditors	32,804		(84,847)
		690,561	451,291
Change in net funds		690,561	451,291
Net funds at 1 January 2008		999,869	548,578
Net funds at 31 December 2008		1,690,430	999,869

# NOTES TO THE ABBREVIATED ACCOUNTS

# YEAR ENDED 31 DECEMBER 2008

# 15. Notes to the Statement of Cash Flows (continued)

VII Analysis of Changes in Net Funds			
•	At		At
	1 Jan 2008	Cash flows	31 Dec 2008
	£	£	£
Net cash:			
Cash in hand and at bank	1,222,682	657,757	1,880,439
Debt:			
Debt due within 1 year	(222,813)	32,804	(190,009)
Net funds	999.869	690,561	1,690,430
110110100		30,000	