

Unaudited Financial Statements
for the Year Ended 31 December 2019
for
PDA Search & Selection Limited

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for the Year Ended 31 December 2019**

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PDA Search & Selection Limited
Company Information
for the Year Ended 31 December 2019

DIRECTORS:

N P Davidson
C D Davidson
R Davidson
N A Whitehead
R S Glanville

SECRETARY:

C D Davidson

REGISTERED OFFICE:

Kepier House
Belmont Business Park
Durham
DH1 1TW

REGISTERED NUMBER:

03934097 (England and Wales)

ACCOUNTANTS:

Clive Owen LLP
Chartered Accountants
Kepier House
Belmont Business Park
Durham
DH1 1TW

Balance Sheet
31 December 2019

	Notes	2019 £	£	2018 £	£
FIXED ASSETS					
Tangible assets	4		1,250		1,662
Investments	5		<u>100</u>		<u>100</u>
			1,350		1,762
CURRENT ASSETS					
Debtors	6	26,489		21,791	
Cash at bank and in hand		<u>68,178</u>		<u>71,810</u>	
		94,667		93,601	
CREDITORS					
Amounts falling due within one year	7	<u>41,226</u>		<u>35,309</u>	
NET CURRENT ASSETS			<u>53,441</u>		<u>58,292</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>54,791</u>		<u>60,054</u>
CAPITAL AND RESERVES					
Called up share capital	9		100		100
Capital redemption reserve			100		100
Retained earnings			<u>54,591</u>		<u>59,854</u>
SHAREHOLDERS' FUNDS			<u>54,791</u>		<u>60,054</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2019 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.
- (b)

Balance Sheet - continued
31 December 2019

The financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

In accordance with Section 444 of the Companies Act 2006, the Statement of Income and Retained Earnings has not been delivered.

The financial statements were approved by the Board of Directors and authorised for issue on 22 May 2020 and were signed on its behalf by:

N P Davidson - Director

**Notes to the Financial Statements
for the Year Ended 31 December 2019**

1. STATUTORY INFORMATION

PDA Search & Selection Limited is a private company, limited by shares, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

The principal place of business is Stephenson House, Horsley Business Centre, Horsley, Northumberland, NE15 0NY.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

There were no material departures from that standard.

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.

Related party exemption

The company has taken advantage of exemption, under the terms of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', not to disclose related party transactions with wholly owned subsidiaries within the group.

Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Income is recognised when the conditions contained within a contract for services have been met.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to leasehold property	- 10% on cost
Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 33% on cost

Tangible fixed assets are included at cost less accumulated depreciation and impairments.

Investments in subsidiaries

Investments in subsidiary undertakings are recognised at cost less impairment.

Financial instruments

Basic financial instruments are recognised at amortised cost with changes recognised in profit and loss.

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Profit and Loss Account, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2019

2. **ACCOUNTING POLICIES - continued**

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

3. **EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 5 (2018 - 6) .

4. **TANGIBLE FIXED ASSETS**

	Improvements to leasehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 January 2019 and 31 December 2019	<u>2,459</u>	<u>12,678</u>	<u>12,167</u>	<u>27,304</u>
DEPRECIATION				
At 1 January 2019	2,459	11,643	11,540	25,642
Charge for year	-	155	257	412
At 31 December 2019	<u>2,459</u>	<u>11,798</u>	<u>11,797</u>	<u>26,054</u>
NET BOOK VALUE				
At 31 December 2019	<u>-</u>	<u>880</u>	<u>370</u>	<u>1,250</u>
At 31 December 2018	<u>-</u>	<u>1,035</u>	<u>627</u>	<u>1,662</u>

5. **FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
COST	
At 1 January 2019 and 31 December 2019	<u>100</u>
NET BOOK VALUE	
At 31 December 2019	<u>100</u>
At 31 December 2018	<u>100</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2019**

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade debtors	24,604	20,204
Prepayments and accrued income	<u>1,885</u>	<u>1,587</u>
	<u>26,489</u>	<u>21,791</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade creditors	14,852	15,527
Amounts owed to group undertakings	481	481
Taxation and social security	19,675	14,286
Other creditors	100	100
Directors' current accounts	1,208	569
Accruals and deferred income	<u>4,910</u>	<u>4,346</u>
	<u>41,226</u>	<u>35,309</u>

8. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2019	2018
	£	£
Within one year	7,500	7,500
Between one and five years	<u>20,000</u>	<u>27,500</u>
	<u>27,500</u>	<u>35,000</u>

9. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2019	2018
			£	£
100	Ordinary	£1	<u>100</u>	<u>100</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions other than those concluded under normal market conditions, except for those shown below.

	2019	2018
	£	£
Amounts due to directors	<u>1,208</u>	<u>569</u>
No interest has been charged.		

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.