# CQ COMMERCIAL LIMITED DIRECTORS' REPORT AND FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2000



#### **COMPANY INFORMATION**

**Directors** 

P R Catterall

(Appointed 18 July 2000)

M J Wills

(Appointed 18 July 2000)

Secretary

M J Wills

Company number

04028670

Registered office

18 Bolton Street

Bury

Lancashire BL9 0LQ

**Auditors** 

Pierce

3-6 Richmond Terrace

Blackburn Lancashire BB1 7AU

**Business address** 

Wira Business Park

West Park Ring Road

Leeds LS16 6EB

**Bankers** 

National Westminster Bank plc

35 King William Street

Blackburn Lancashire BB1 7DL

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### DIRECTORS' REPORT FOR THE PERIOD ENDED 31 DECEMBER 2000

The directors present their report and financial statements for the period ended 31 December 2000.

#### Principal activities and review of the business

The company was incorporated on 7 July 2000 as Croftblack Associates Limited and the name was changed to CQ Commercial Limited by special resolution on 18 July 2000.

The principal activity of the company is the provision of insurance services.

On 20 July 2000, the company purchased an insurance broking business from a limited company, further details are provided in note 14 to the accounts.

The results for the period and the financial position at the period end were considered satisfactory by the directors, who view the future with confidence.

#### Results and dividends

The results for the period are set out on page 4.

The directors do not recommend the payment of a dividend.

#### **Directors**

The following directors have held office since 7 July 2000:

P R Catterall (Appointed 18 July 2000)
M J Wills (Appointed 18 July 2000)

Company Directors Limited (Appointed 7 July 2000 and resigned 18 July 2000)

#### **Directors' interests**

The directors' beneficial interests in the shares of the company were as stated below:

Ordinary shares of £ 1 each 31 December 2000 7 July 2000

P R Catterall

M J Wills

The company is a wholly owned subsidiary of CQ Group plc. The directors' interest in the share capital of the holding company are shown in the directors' report of that company.

#### **Auditors**

Pierce were appointed auditors to the company and in accordance with section 385 of the Companies Act 1985, a resolution proposing that they be re-appointed will be put to the Annual General Meeting.

### DIRECTORS' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 DECEMBER 2000

#### Directors' responsibilities

Company law requires the directors to prepare financial statements for each financial year which 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 which disclose with reasonable accuracy at any time the financial position of the company and to 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.

On behalf of the board

M J Wills

Director

26 March 2001

# AUDITORS' REPORT TO THE SHAREHOLDERS OF CQ COMMERCIAL LIMITED

We have audited the financial statements on pages 4 to 10 which have been prepared under the historical cost convention and the accounting policies set out on page 6.

#### Respective responsibilities of directors and auditors

As described on page 2 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

#### Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### **Opinion**

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 December 2000 and of its profit for the period then ended and have been properly prepared in accordance with the Companies Act 1985.

Tieve

**Pierce** 

26 March 2001

Chartered Accountants
Registered Auditor

3-6 Richmond Terrace Blackburn Lancashire BB1 7AU

# PROFIT AND LOSS ACCOUNT FOR THE PERIOD ENDED 31 DECEMBER 2000

	Notes	Period ended 31 December 2000 £
Turnover	2	273,138
Administrative expenses		(208,602)
Profit on ordinary activities before taxation	3	64,536
Tax on profit on ordinary activities	4	(4,973)
Profit on ordinary activities after taxation	12	59,563

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 2000

	2000		
	Notes	£	£
Fixed assets			
Intangible assets	5		66,331
Tangible assets	6		42,095
			108,426
Current assets			
Debtors	7	257,349	
Cash at bank and in hand		117,186	
		374,535	
Creditors: amounts falling due within one year	8	(423,397)	
Net current liabilities			(48,862)
Total assets less current liabilities			59,564
Capital and reserves			
Called up share capital	11		1
Profit and loss account	12		59,563
Shareholders' funds - equity interests	13		59,564

The financial statements were approved by the Board on 26 March 2001

P R Catterall

Director

# NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2000

#### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

#### 1.2 Turnover

Turnover represents amounts receivable for goods and services net of VAT and trade discounts.

#### 1.3 Goodwill

Acquired goodwill is written off in equal annual instalments over its estimated useful economic life.

#### 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:

Computer Equipment

25% straight line

Fixtures & Fittings

15% straight line

#### 1.5 Leasing

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

#### 1.6 Pensions

The pension costs charged in the financial statements represent the contributions payable by the company during the period in accordance with SSAP 24.

#### 1.7 Deferred taxation

Deferred taxation is provided at appropriate rates on all timing differences using the liability method only to the extent that, in the opinion of the directors, there is a reasonable probability that a liability or asset will crystallise in the foreseeable future.

#### 2 Turnover

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

3	Operating profit	2000
	Operating profit is stated after charging:	£
	Amortisation of intangible assets	2,571
	Depreciation of tangible assets	3,234
	Operating lease rentals	6,333
	Auditors' remuneration	1,175
4	Taxation	2000
		£
	U.K. current year taxation	
	U.K. corporation tax at 20%	4,973
		A STATE OF THE STA

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 DECEMBER 2000

			Goodwill
Cost			£
At 7 July 2000			-
Additions			68,902
At 31 December 2000			68,902
Amortisation			
At 7 July 2000			_
Charge for period			2,571
At 31 December 2000			2,571
Net book value			-
			66,331
Tangible fixed accord			
Taligible lived assets	Computer	Fixtures &	Total
	Equipment	Fittings	
	£	£	£
	-	-	-
Additions	12,700	32,629	45,329
At 31 December 2000	12,700	32,629	45,329
Depreciation		<del></del>	
At 7 July 2000	-	-	-
Charge for the period	1,058	2,176	3,234
At 31 December 2000	1,058	2,176	3,234
Net book value		<del></del>	
At 31 December 2000	11,642	30,453	42,095 ———
Debtors			2000 £
Trade debtors			249,180
Amounts owed by parent and fellow subsidiary undertakings			6,823
Other debtors			1,346
			257,349
	At 31 December 2000  Amortisation At 7 July 2000 Charge for period At 31 December 2000  Net book value At 31 December 2000  Tangible fixed assets  Cost At 7 July 2000 Additions At 31 December 2000  Depreciation At 7 July 2000 Charge for the period At 31 December 2000  Net book value At 31 December 2000  Debtors  Trade debtors Amounts owed by parent and fellow subsidiary undertakings	At 31 December 2000  Amortisation At 7 July 2000 Charge for period  At 31 December 2000  Net book value At 31 December 2000  Tangible fixed assets  Computer Equipment £ Cost At 7 July 2000 Additions 12,700  Depreciation At 7 July 2000 Charge for the period At 31 December 2000  At 31 December 2000  Depreciation At 7 July 2000 Charge for the period At 31 December 2000  1,058  Net book value At 31 December 2000  11,642  Debtors  Trade debtors Amounts owed by parent and fellow subsidiary undertakings	At 31 December 2000  Amortisation At 7 July 2000 Charge for period At 31 December 2000  Net book value At 31 December 2000  Tangible fixed assets  Computer Equipment Equipment Equipment Equipment Sequipment Pittings At 7 July 2000 At 7 July 2000 At 31 December 2000  Depreciation At 7 July 2000 At 31 December 2000 At 31 Decem

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 DECEMBER 2000

8	Creditors: amounts falling due within one year	2000 £
	Bank loans and overdrafts	55,107
	Trade creditors	271,318
	Amounts owed to parent and fellow subsidiary undertakings	15,381
	Corporation tax	4,973
	Other taxes and social security costs	8,394
	Other creditors	59,492
	Accruals and deferred income	8,732
		423,397

#### 9 Provisions for liabilities and charges

Deferred taxation provided in the financial statements and the amounts not provided are as follows:

Not provided	Provided
2000	2000
£	£
Accelerated capital allowances 2,980	-

#### 10 Pension costs

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £9,032. There were no contributions payable to the fund at the period end.

11	Share capital	2000
	Authorised	£
	1,000 Ordinary shares of £ 1 each	1,000
		<del></del>
	Allotted, called up and fully paid	
	1 Ordinary shares of £ 1 each	1
		<u></u>

During the period 1 ordinary share of £1 was allotted and fully paid at par for cash consideration.

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 DECEMBER 2000

#### 12 Statement of movements on profit and loss account

		Profit and loss account £
	Retained profit for the period	59,563
13	Reconciliation of movements in shareholders' funds	2000 £
	Profit for the financial period Proceeds from issue of shares	59,563 1
	Net addition to shareholders' funds Opening shareholders' funds	- 59,564 -
	Closing shareholders' funds	59,564

#### 14 Acquisition of business and contingent liabilities

On 20 July 2000, the company acquired an insurance broking business from a limited company for a consideration dependent on the level of brokerage renewed. The directors estimate of the consideration due at 31 December 2000 is included within the capitalised goodwill of £68,902 (note 5).

The directors are unable to make an estimate of the amount of any further purchase consideration which may be payable, because of the contingencies involved.

The turnover and the profit for the period are attributable to the acquired business.

#### 15 Financial commitments

At 31 December 2000 the company had annual commitments under non-cancellable operating leases as follows:

2000

	2000
	£
Expiry date:	
Within one year	7,796

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 DECEMBER 2000

#### 16 Employees

#### **Number of employees**

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

2000 Number

Management and Administration

13

#### **Employment costs**

£

Wages and salaries
Other pension costs

117,407 9,033

126,440

#### 17 Control

The ultimate parent company is CQ Group plc, a company registered in England and Wales.

The company is under the control of PR Catterall, director, who together with close family members owns 100% of the issued share capital of CQ Group plc.

#### 18 Related party transactions

The company has taken advantage of the exemption in Financial Reporting Standard Number 8 from the requirement to disclose transactions and balances with group companies on the grounds that publicly available consolidated financial statements are prepared by the ultimate parent company.

In the opinion of the directors there are no other material transactions with related parties which require disclosure under FRS 8.