Registered number: 04179375

# **R&Q CENTRAL SERVICES LIMITED**

# DIRECTORS' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

WEDNESDAY



A25 22/04/2015 COMPANIES HOUSE

#35

### **COMPANY INFORMATION**

**DIRECTORS** 

M L Glover S J Petch A K Quilter

**COMPANY SECRETARY** 

M C Craig

**REGISTERED NUMBER** 

04179375

**REGISTERED OFFICE** 

110 Fenchurch Street

London EC3M 5JT

**AUDITORS** 

PKF Littlejohn LLP Statutory Auditor 1 Westferry Circus Canary Wharf London E14 4HD

**BANKERS** 

National Westminster Bank Plc

PO Box 12258 1 Princes Street

London EC2R 8PA

# **CONTENTS**

	Page
Directors' Report	1 - 2
Independent Auditors' Report	3 - 4
Profit and Loss Account	5
Balance Sheet	6
Notes to the Financial Statements	7 - 12

#### DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2014

The Directors present their report and the financial statements for the year ended 31 December 2014.

#### **PRINCIPAL ACTIVITIES**

The Company's principal activity is the provision of administrative services to other Group companies.

#### **DIRECTORS**

The Directors who served during the year were:

M L Glover

S J Petch

A K Quilter

#### **DIRECTORS' AND OFFICERS' LIABILITY INSURANCE**

As permitted by the Companies Act 2006, an insurance policy has been purchased on a Group basis which covers the Directors of the Company.

#### **DIRECTORS' RESPONSIBILITIES STATEMENT**

The Directors are responsible for preparing the Directors' 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). Under company law the Directors must not approve the financial statements unless they are satisfied that they 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 these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting 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 Company will continue in business.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and 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 2006. 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.

#### DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2014

#### **DISCLOSURE OF INFORMATION TO AUDITORS**

Each of the persons who are Directors at the time when this Directors' Report is approved has confirmed that:

- so far as that Director is aware, there is no relevant audit information of which the Company's auditors are unaware, and
- that Director has taken all the steps that ought to have been taken as a Director in order to be aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

#### **AUDITORS**

Under section 487(2) of the Companies Act 2006, PKF Littlejohn LLP will be deemed to have been reappointed as auditors 28 days after these financial statements were sent to members or 28 days after the latest date prescribed for filing the accounts with the registrar, whichever is earlier.

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 and signed on its behalf.

M C Craig

Date: 9 April 2015

#### INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDER OF R&Q CENTRAL SERVICES LIMITED

We have audited the financial statements of R&Q Central Services Limited for the year ended 31 December 2014, which comprise the Profit and Loss Account, the Balance Sheet and the related notes. 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 Company's shareholder 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 Company's shareholder 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 Company and the Company's shareholder 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 Directors' Responsibilities Statement, the Directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements 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 FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Company'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 financial statements. In addition, we read all the financial and non-financial information in the Directors' Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **OPINION ON FINANCIAL STATEMENTS**

In our opinion the financial statements:

- give a true and fair view of the state of the Company's affairs as at 31 December 2014 and of its loss 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 financial statements are prepared is consistent with the financial statements.

#### INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDER OF R&Q CENTRAL SERVICES 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 financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Directors were not entitled to take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Directors' Report.

Ian Cowan (Senior Statutory Auditor)

for and on behalf of PKF Littlejohn LLP Statutory Auditor

10 April 2015 London

### PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2014

	Note	2014 £	2013 £
Administrative expenses		(41,598)	(10,479)
OPERATING LOSS	2	(41,598)	(10,479)
Interest receivable and similar income	5	10,156	10,332
LOSS ON ORDINARY ACTIVITIES BEFORE TAXATION		(31,442)	(147)
Tax on loss on ordinary activities	6	7,054	213
(LOSS)/PROFIT FOR THE FINANCIAL YEAR	14	(24,388)	66

All amounts relate to continuing operations.

There were no recognised gains and losses for 2014 or 2013 other than those included in the Profit and Loss Account.

The notes on pages 7 to 12 form part of these financial statements.

# R&Q CENTRAL SERVICES LIMITED REGISTERED NUMBER: 04179375

### BALANCE SHEET AS AT 31 DECEMBER 2014

	Note	£	2014 £	£	2013 £
FIXED ASSETS					
Intangible assets	8		-		3
Tangible assets	9		-		-
Investments	10		2		-
		•	2		3
CURRENT ASSETS					
Debtors	11	298,873		319,386	
Cash at bank		880		965	
	-	299,753		320,351	
CREDITORS: amounts falling due within one year	12	(3,789)		-	
NET CURRENT ASSETS	-		295,964		320,351
NET ASSETS		•	295,966	•	320,354
CAPITAL AND RESERVES		•		•	
Called up share capital	13		100		100
Other reserves	14		31,000		31,000
Profit and loss account	14	_	264,866		289,254
SHAREHOLDER'S FUNDS	15	- -	295,966		320,354

The financial statements were approved and authorised for issue by the board and were signed on its behalf by:

S J Petch Director

Date: 9 April 2015

The notes on pages 7 to 12 form part of these financial statements.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

#### 1. ACCOUNTING POLICIES

#### 1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards.

#### 1.2 Going concern

The Directors have assessed the position of the Company and it is expected to be able to meet its own liabilities as they fall due. The Directors believe that no material uncertainty exists that may cast significant doubt over the ability of the Company to continue as a going concern. Therefore the Company's Directors have reasonable expectation that the Company will be able to continue in operational existence for the foreseeable future.

#### 1.3 Cash flow

The Company, being a subsidiary undertaking where 90% or more of the voting rights are controlled within the group whose consolidated financial statements are publicly available, is exempt from the requirement to draw up a cash flow statement in accordance with FRS 1.

#### 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 of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & fittings
Computer equipment

25% straight line

- 25% straight line

#### 1.5 Investments

Investments held as fixed assets are shown at cost less provision for impairment.

#### 1.6 Deferred taxation

Full provision is made for deferred tax assets and liabilities arising from all timing differences between the recognition of gains and losses in the financial statements and recognition in the tax computation.

A net deferred tax asset is recognised only if it can be regarded as more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax assets and liabilities are calculated at the tax rates expected to be effective at the time the timing differences are expected to reverse.

Deferred tax assets and liabilities are not discounted.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

2.	OPERATING LOSS		
	The operating loss is stated after charging:		
		2014 £	2013 £
	Depreciation of tangible fixed assets:	~	
	- owned by the company		914
3.	AUDITORS' REMUNERATION		
		2014 £	2013 £
	Fees payable to the Company's auditor and its associates for the audit of the Company's annual accounts	3,500	3,500
		-	
4.	STAFF COSTS		

# 5. INTEREST RECEIVABLE

employing company R&Q Insurance Services Limited.

	2014	2013
	£	£
Interest receivable from group companies	10,156	10,332

Costs are recharged to each company by means of a Group recharge. Full staff costs are disclosed in the

#### 6. TAXATION

Provision has been made in the financial statements for corporation tax at current rates on the assessable profits for the period. Group taxation relief relates to amounts payable for losses surrendered by other group companies.

	2014 £	2013 £
Group taxation relief	(7,054)	(213)
Tax on loss on ordinary activities	(7,054)	(213)

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

#### 6. TAXATION (continued)

### Factors affecting tax charge for the year

The tax assessed for the year is lower than (2013 - lower than) the standard rate of corporation tax in the UK of 21.5% (2013 - 23.25%). The differences are explained below:

·	2014 £	2013 £
Loss on ordinary activities before tax	(31,442)	(147)
Loss on ordinary activities multiplied by standard rate of corporation tax in the UK of 21.5% (2013 - 23.25%)	(6,757)	(34)
Effects of:		
Capital allowances for year in excess of depreciation	(297)	(179)
Current tax credit for the year (see note above)	(7,054)	(213)

### Factors that may affect future tax charges

In the Finance Bill 2013 it was announced that the main rate of UK corporation tax would reduce to 20% from 1 April 2015. The Bill was substantially enacted on 2 July 2013.

The Company's 2014 profits are taxed at an effective rate of 21.5%.

#### 7. DEFERRED TAX

Details of the deferred tax asset at 20% not provided in the financial statements are given below. The deferred tax asset is not recognised due to the uncertainty in its recovery.

	2014 £	2013 £
Decelerated capital allowances Capital losses carried forward	(1,256) (6,000)	(1,532) (6,000)
Total	(7,256)	(7,532)

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

8.	INTANGIBLE FIXED ASSETS			
	Cost			£
	At 1 January 2014 and 31 December 2014			3
	Amortisation			
	At 1 January 2014 Impairment charge			3
	At 31 December 2014			3
	Net book value At 31 December 2014			
	At 31 December 2013			3
9.	TANGIBLE FIXED ASSETS			
		Fixtures & fittings £	Computer equipment £	Total £
	Cost			
	At 1 January 2014 and 31 December 2014	9,889	10,531	20,420
	<b>Depreciation</b> At 1 January 2014 and 31 December 2014	9,889	10,531	20,420
	Net book value			
	At 31 December 2014	-	<u>-</u>	
	At 31 December 2013	-	-	-
10.	FIXED ASSET INVESTMENTS			
				Unlisted investments £
	Cost or valuation			
	At 1 January 2014 Additions			2
	At 31 December 2014		4	2
	Net book value			
	At 31 December 2014			2
	At 31 December 2013			-

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

# 10. FIXED ASSET INVESTMENTS (continued)

During the year the Company acquired one B Ordinary share in R&Q Malta Holdings Limited and one B Ordinary share in R&Q Insurance (Malta) Limited, Group companies registered in Malta.

The Company's interest in these shares is subject to a Pledge Agreement in favour of and in relation to the Group's facilities arrangement with The Royal Bank of Scotland Plc.

11.	DEBTORS		
		2014	2013
		£	£
	Amounts owed by group undertakings Other debtors	298,735 138	319,357 29
		298,873	319,386
12.	CREDITORS:		
12.	Amounts falling due within one year		
		2014 £	2013 £
	Amounts owed to group undertakings Other creditors	3,787 2	-
	•	3,789	
		<del></del>	=
13.	SHARE CAPITAL		
	•	2014	2013
		£	£
	Allotted, called up and fully paid  100 Ordinary shares of £1 each	100	. 100
	100 Ordinary shares of £1 each		=
14.	RESERVES		
		Other reserves £	Profit and loss account
	At 1 January 2014 Loss for the financial year	31,000	289,254 (24,388)
	At 31 December 2014	31,000	264,866

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

#### 15. RECONCILIATION OF MOVEMENT IN SHAREHOLDER'S FUNDS

	2014 £	2013 £
Opening shareholder's funds (Loss)/profit for the financial year	320,354 (24,388)	320,288 66
Closing shareholder's funds	295,966	320,354

#### 16. RELATED PARTY TRANSACTIONS

The Company has taken advantage of provisions in FRS8 which allows the Company not to disclose transactions with other Group entities where all subsidiaries that are party to the transaction are wholly owned by a member group.

#### 17. ULTIMATE PARENT UNDERTAKING AND CONTROLLING PARTY

The immediate parent undertaking is Randall & Quilter IS Holdings Limited, which is registered in England and Wales.

Group financial statements are prepared by the ultimate parent undertaking, Randall & Quilter Investment Holdings Ltd., a company registered in Bermuda, and can be obtained from 110 Fenchurch Street, London, EC3M 5JT.