

# Visa Bureau Limited

Annual Report and Unaudited Abridged Financial Statements  
for the Year Ended 30 April 2018

Mack Business Services Limited  
Office 2  
Tweed House  
Park Lane  
Swanley  
BR8 8DT

# Visa Bureau Limited

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# **Visa Bureau Limited**

## **Company Information**

<b>Directors</b>	H G Verdino G Bradley
<b>Registered office</b>	Office 2 Tweed House Park Lane Swanley BR8 8DT
<b>Accountants</b>	Mack Business Services Limited Office 2 Tweed House Park Lane Swanley BR8 8DT

**Visa Bureau Limited**  
**(Registration number: 4748224)**  
**Abridged Balance Sheet as at 30 April 2018**

	Note	2018 £	2017 £
<b>Fixed assets</b>			
Tangible assets	<u>4</u>	10,718	862
<b>Current assets</b>			
Debtors		782,098	862,125
Cash at bank and in hand		<u>1,149,243</u>	<u>600,130</u>
		1,931,341	1,462,255
<b>Prepayments and accrued income</b>		3,498	3,497
<b>Creditors: Amounts falling due within one year</b>		<u>(500,645)</u>	<u>(412,682)</u>
<b>Net current assets</b>		<u>1,434,194</u>	<u>1,053,070</u>
<b>Total assets less current liabilities</b>		1,444,912	1,053,932
<b>Accruals and deferred income</b>		<u>(1,600)</u>	<u>(1,600)</u>
<b>Net assets</b>		<u><u>1,443,312</u></u>	<u><u>1,052,332</u></u>
<b>Capital and reserves</b>			
Called up share capital		821	821
Capital redemption reserve		180	180
Profit and loss account		<u>1,442,311</u>	<u>1,051,331</u>
<b>Total equity</b>		<u><u>1,443,312</u></u>	<u><u>1,052,332</u></u>

For the financial year ending 30 April 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

These financial statements have been delivered in accordance with the provisions applicable to companies subject to the small companies regime and the option not to file the Profit and Loss Account has been taken.

All of the company's members have consented to the preparation of an Abridged Balance Sheet in accordance with Section 444(2A) of the Companies Act 2006.

The notes on pages 4 to 7 form an integral part of these abridged financial statements.

**Visa Bureau Limited**

**(Registration number: 4748224)**  
**Abridged Balance Sheet as at 30 April 2018**

Approved and authorised by the Board on 29 January 2019 and signed on its behalf by:

.....

G Bradley

Director

The notes on pages 4 to 7 form an integral part of these abridged financial statements.  
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# **Visa Bureau Limited**

## **Notes to the Abridged Financial Statements for the Year Ended 30 April 2018**

### **1 General information**

The company is a private company limited by share capital, incorporated in England.

The address of its registered office is:

Office 2  
Tweed House  
Park Lane  
Swanley  
BR8 8DT

The principal place of business is:

15 Harwood Road  
London  
SW6 4QP

These financial statements were authorised for issue by the Board on 29 January 2019.

### **2 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### **Statement of compliance**

These abridged financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

#### **Basis of preparation**

These abridged financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

#### **Revenue recognition**

Turnover comprises the fair value of the consideration received or receivable for the sale of goods and provision of services in the ordinary course of the company's activities. Turnover is shown net of sales/value added tax, returns, rebates and discounts.

The company recognises revenue when:

The amount of revenue can be reliably measured;  
it is probable that future economic benefits will flow to the entity;  
and specific criteria have been met for each of the company's activities.

#### **Tax**

The tax expense for the period comprises current tax. Tax is recognised in profit or loss, except that a change attributable to an item of income or expense recognised as other comprehensive income is also recognised directly in other comprehensive income.

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

# Visa Bureau Limited

## Notes to the Abridged Financial Statements for the Year Ended 30 April 2018

### Tangible assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

### Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Office equipment	20% straight line

### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

### Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

### Share capital

Ordinary shares are classified as equity. Equity instruments are measured at the fair value of the cash or other resources received or receivable, net of the direct costs of issuing the equity instruments. If payment is deferred and the time value of money is material, the initial measurement is on a present value basis.

### Dividends

Dividend distribution to the company's shareholders is recognised as a liability in the financial statements in the reporting period in which the dividends are declared.

# **Visa Bureau Limited**

## **Notes to the Abridged Financial Statements for the Year Ended 30 April 2018**

### **Defined contribution pension obligation**

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

### **3 Staff numbers**

The average number of persons employed by the company (including directors) during the year, was 6 (2017 - 6).

### **4 Tangible assets**

	<b>Fixtures and fittings £</b>	<b>Office equipment £</b>	<b>Total £</b>
<b>Cost or valuation</b>			
At 1 May 2017	49,917	152,859	202,776
Additions	-	13,398	13,398
At 30 April 2018	49,917	166,257	216,174
<b>Depreciation</b>			
At 1 May 2017	49,917	151,997	201,914
Charge for the year	-	3,542	3,542
At 30 April 2018	49,917	155,539	205,456
<b>Carrying amount</b>			
At 30 April 2018	-	10,718	10,718
At 30 April 2017	-	862	862

### **5 Share capital**

#### **Allotted, called up and fully paid shares**

	<b>2018</b>		<b>2017</b>
	<b>No.</b>	<b>£</b>	<b>No.</b>
Ordinary shares of £1 each	820	820	820
Ordinary A shares of £1 each	1	1	1
	821	821	821



# **Visa Bureau Limited**

## **Notes to the Abridged Financial Statements for the Year Ended 30 April 2018**

### **6 Dividends**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Interim dividend of £210.00 (2017 - £Nil) per ordinary share	172,500	-
	<u><u>172,500</u></u>	<u><u>-</u></u>

### **7 Related party transactions**

#### **Directors' remuneration**

The directors' remuneration for the year was as follows:

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Remuneration	52,520	62,511
Contributions paid to money purchase schemes	5,150	-
	<u>57,670</u>	<u>62,511</u>

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