Registered number: 07611153

# MAYK THEATRE CIC DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

\*ABJD1NQG\*
A04 21/12/2022 #302
COMPANIES HOUSE

Godfrey Wilson Limited

Fifth Floor Mariner House 62 Prince Street Bristol BS1 4QD

# MAYK Theatre CIC Directors' Report and Unaudited Financial Statements For The Year Ended 31 March 2022

#### Contents

	Page
Company Information	1
Directors' Report	2—5
Accountant's Report	6
Income and Expenditure Account	7
Balance Sheet	8—9
Notes to the Financial Statements	10—14
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	15—16

#### MAYK Theatre CIC Company Information For The Year Ended 31 March 2022

Directors

Matthew Austin

Harshadha Balasubramanian

Jonathan Dovey

David Hall Julia Head

Myles-Jay Linton Anna Starkey Simon Thompson Kate Yedigaroff

**Company Number** 

07611153

**Registered Office** 

The Station Silver Street Bristol

BS1 2AG

**Accountants** 

Godfrey Wilson Limited

Fifth Floor Mariner House

62 Prince Street

Bristol BS1 4QD

### MAYK Theatre CIC Company No. 07611153 Directors' Report For The Year Ended 31 March 2022

The directors present their report and the financial statements for the year ended 31 March 2022.

#### Statement of Directors' Responsibilities

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 surplus or deficit of the company for that period. In preparing the 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;
- 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.

#### **Principal Activity**

#### Introduction

2021-22 marked our gradual return to live performance as the country began to learn to live with Covid-19. Restrictions to our everyday lives were still in place at the beginning of the financial year, but by the end of the year life had (for most people) returned almost to normal.

Our sector continued to weather the storm in the best way possible. Thankfully for MAYK the year was not marred by the sweeping cancellations that dominated in 2020-21, and we were able to focus our attention on delivering a number of small-scale projects while preparing for the return of Mayfest 2022.

As the financial year closed we were deep into delivery for the festival and the development of a range of new projects.

#### **Objectives and Activities**

MAYK is one of the UK's leading producing and presenting organisations for live performance and continues to deliver a world-class programme for audiences in Bristol, around the UK and internationally, including a major international theatre festival – Mayfest.

"Mayfest is the magnesium of the creative life of Bristol. It's a rare metal which precipitates beautiful explosions of work which would otherwise be un-dreamable. It's the kind of catalyst that every city should have." Tom Morris, Artistic Director, Bristol Old Vic

MAYK is a leading artist development organisation, working with artists to produce and present their projects. MAYK is currently working with Caroline Williams, Jo Bannon, Rachael Clerke, Raquel Meseguer, Sleepdogs, Still House, and Verity Standen Projects.

Alongside Battersea Arts Centre, FABRIC, Fierce, GIFT and Transform, we are lead partner on Horizon – a major new showcase of performance created in England commissioned by Arts Council England.

...CONTINUED

### MAYK Theatre CIC Directors' Report (continued) For The Year Ended 31 March 2022

#### **Principal Activity - continued**

#### Achievements and performance – artistic activities

Artistic activity in 2021-22 included:

- Presenting Raquel Meseguer Zafe's A Crash Course in Cloudspotting as part of Coventry City of Culture, alongside digital performances in Bristol and with Theater Foremen (Hanover), Sophiensale (Berlin) and Grenzenlos. A Crash Course in Cloudspotting is a performance-installation about the lived experience of people with chronic fatigue and chronic illness.
- Development work on polyphony by Verity Standen, which would go on to premiere at Mayfest 2022. Polyphony is a new installation work that uses recordings of interviews with people across the UK to explore the human voice.
- The first edition of Horizon, which took place online and welcomed delegates from all over the world to meet and exchange with artists making work in England.
- Presentation of HELLO by Bertrand Lesca and Nasi Voutsas a series of short films delivered to audience members' phones over the course of a week.
- Presentation of Action Hero's Oh Europa in five locations across Bristol, including Barton Hill, Easton, The Downs and Clifton. Oh Europa is a long-term project that invites people to record love songs, which are then added to a growing international archive from across the continent.
- Development of Blind Magic a new work by Jo Bannon about visual impairment, magic and illusion.
- Presentation of Aiden Moesby's performance about climate change and mental health I Was Naked Smelling of Rain in Plymouth.
- Delivery of a new Artists in Residence programme, that offered eight young artists working in various fields a bursary, space and mentoring over a year.

#### Principle funding sources

MAYK entered the final year of four-year agreements with Arts Council England and Bristol City Council. Both these agreements have since been extended for a further year due to the pandemic.

We also received income from producing fees, through our work on the Horizon showcase.

#### **Review of Business**

#### Organisational development

In August we moved into a new home at St Anne's House, a new community and cultural hub led by Bricks. Alongside office space, we took on the stewardship of a large rehearsal/creation space on the second floor which we are able to offer to artists and companies making new work at a very affordable rate.

Our team grew over this period too, as we welcomed a new Administrator (Danny Prosser), and Senior Producer (Hattie Gregory) onto the team alongside two Assistant Producer roles funded by the UK government's Kickstart scheme.

We were also joined by a Marketing and Digital Communications Manager (Ben Horton) in an innovate joint role with the Paraorchestra.

We welcomed two new board members Myles-Jay Linton (Artist & Vice Chancellors Fellow, Bristol University) and Harsha Balasubramanian (Researcher, UCL).

#### Financial Review

As we emerged from Covid-19 restrictions, we continued to exercise financial caution. We continued to benefit from funding through the Cultural Recovery Fund, and whilst the fundraising landscape remains very challenging, we have begun to lay the foundations for future years by building reserves.

We continued to implement financial measures that help us keep a close eye on the organisation's financial picture, including:

...CONTINUED

### MAYK Theatre CIC Directors' Report (continued) For The Year Ended 31 March 2022

#### **Review of Business - continued**

- · A risk assessment table for secured and unsecured producing fees income.
- A finance sub-committee at board level which regularly monitors the organisation's budgets and cash-flow.

Over this period we also secured the services of new accountants Godfrey Wilson and a new bookkeeper. We upgraded our accounting processes, moving from QuickBooks to Xero at the end of the financial year.

#### **Public Benefit**

We continued to offer an ambitious, innovative and inclusive programme for audiences in Bristol, nationally and internationally, as we began to emerge from Covid-19 restrictions.

For the first time since early 2020 were able to offer audiences access to live performances – unique, inspiring cultural activity that offers escape, reflection and understanding.

We continued to reach hundreds of audience members through digital activities on phone and screens around the world.

During this period we also launched the programme for Mayfest 2022 – our first in-person festival since before the pandemic – a rich celebration of work made by artists from Bristol, the UK and beyond that offers audiences in the city a major cultural touchstone.

#### Diversity and Inclusion

We continued to offer long-term producing support to artists who identify as disabled, including Jo Bannon, Raquel Meseguer Zafe and Aidan Moesby, working with all three on the development and delivery of new work.

We continued our new partnership with Bristol Pride to support the commissioning of an LGBTQ+ artist to make a new work, the fruits of which will emerge in 2022-23.

As we developed the Mayfest 2022 programme, diversity and inclusion were at the forefront of our minds. The result is a programme that aims to reflect the diversity of the city from which it emerges, and also minimises the barrier of price to attendance through the introduction of 'pay what you can' ticketing.

#### Risk

In order to deliver ambitious and innovative programming, the board has a careful and rigorous approach to monitoring and acting on the potential risks an organisation of our size and capacity faces.

Identification of risk sits with the executive team and MAYK has an up-to-date risk register. The executive team report to the board who scrutinise, discuss and approve plans and budgets and make recommendations to ensure that MAYK does not take on an unacceptable or unmanageable amount of risk at any given time.

The finance subcommittee pays particular attention to cash-flow and projected income and the executive are required to make changes to areas of operation if the subcommittee identifies significant variance from budget.

To achieve a balance of progressive programming and stability, MAYK is always looking to develop a more mixed model of income streams in order to minimise risk to the organisation and its work. The board of directors considers that adequate controls are in place to identify and mitigate risk.

#### **Policies**

We currently have the following policies in place:

Safeguarding policy for children, young people and vulnerable adults Email and internet policy Equal opportunities and dignity at work Health and Safety

...CONTINUED

#### **MAYK Theatre CIC Directors' Report (continued)** For The Year Ended 31 March 2022

#### Review of Business - continued

Anti-fraud Acceptance of gifts and hospitality Board members code of practice Whistle-blowers Environmental policy Redundancy and dismissal Maternity and paternity rights Emergency and compassionate leave Mental health and flexible working policy Complaints **Privacy Policy** 

We are currently creating a new Environmental Policy (with artist Rachael Clerke) and our access policy (with artist Aidan Moesby). We review all other policies on a rolling basis.

#### **Directors**

The directors who held office during the year were as follows:

Matthew Austin

Harshadha Balasubramanian

APPOINTED 01/10/2021

APPOINTED 01/10/2021

RESIGNED 17/08/2021

Jonathan Dovey Adam Gallacher

David Hall

Julia Head

Myles-Jay Linton

Alison O'Neill

Anna Starkey

Kate Yedigaroff

### Simon Thompson

#### **Small Company Rules**

This report has 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.

On behalf of the board

Matthew Austin

Director

15/12/2022

### MAYK Theatre CIC Accountant's Report For The Year Ended 31 March 2022

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of MAYK Theatre CIC for the year ended 31 March 2022

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of MAYK Theatre CIC for the year ended 31 March 2022 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at http://www.icaew.com/en/membership/regulations-standards-and-guidance.

This report is made solely to the directors of MAYK Theatre CIC, as a body, in accordance with the terms of our engagement letter dated 01 March 2021. Our work has been undertaken solely to prepare for your approval the accounts of MAYK Theatre CIC and state those matters that we have agreed to state to the directors of MAYK Theatre CIC, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than MAYK Theatre CIC and its directors, as a body, for our work or for this report.

It is your duty to ensure that MAYK Theatre CIC has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of MAYK Theatre CIC. You consider that MAYK Theatre CIC is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of MAYK Theatre CIC. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Fob Galana

**Rob Wilson FCA** 

. 15/12/2022

Signed

Godfrey Wilson Limited Fifth Floor Mariner House 62 Prince Street Bristol BS1 4QD

#### MAYK Theatre CIC Income and Expenditure Account For The Year Ended 31 March 2022

		2022	2021
	Notes	£	£
TURNOVER	2	54,842	43,736
Cost of sales		(73,759)	(56,902)
GROSS DEFICIT		(18,917)	(13,166)
Administrative expenses		(200,803)	(111,104)
Other operating income		241,438	159,381
OPERATING SURPLUS	3	21,718	35,111
Interest payable and similar charges		129	
SURPLUS BEFORE TAXATION		. 21,847	35,111
Tax on Surplus	5		(3,175)
SURPLUS AFTER TAXATION BEING SURPLUS FOR THE FINANCIAL YEAR		21,847	31,936

The notes on pages 10 to 14 form part of these financial statements.

#### MAYK Theatre CIC Balance Sheet As at 31 March 2022

		202	2	202 <sup>-</sup>	1
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	6	_	2,590		765
			2,590		765
CURRENT ASSETS			·		
Debtors	7	10,560		12,882	
Cash at bank and in hand		53,506		114,621	
		64,066		127,503	
Creditors: Amounts Falling Due Within One Year	8	(32,467)		(115,926)	
NET CURRENT ASSETS (LIABILITIES)		_	31,599	_	11,577
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>-</u>	34,189	_	12,342
NET ASSETS		_	34,189		12,342
Income and Expenditure Account		_	34,189		12,342
MEMBERS' FUNDS		- -	34,189	=	12,342

#### MAYK Theatre CIC Balance Sheet (continued) As at 31 March 2022

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

On behalf of the board

Marinerjinar

Matthew Austin

Director

15/12/2022

The notes on pages 10 to 14 form part of these financial statements.

#### 1. Accounting Policies

#### 1.1. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

#### 1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

#### Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

#### Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

#### 1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant & Equipment 25% straight line Equipment 25% straight line

#### 1.4. Foreign Currencies

Monetary assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction. Exchange differences are taken into account in arriving at the operating surplus.

#### 1.5. Taxation

Income tax expense represents the sum of the tax currently payable and deferred tax.

The tax currently payable is based on taxable surplus for the year. Taxable surplus differs from surplus as reported in the statement of comprehensive income because of items of income or expense that are taxable or deductible in other years and items that are never taxable or deductible. The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the end of the reporting period.

Deferred tax is recognised on timing differences between the carrying amounts of assets and liabilities in the financial statements and the corresponding tax bases used in the computation of taxable surplus. Deferred tax liabilities are generally recognised for all taxable timing differences. Deferred tax assets are generally recognised for all deductible temporary differences to the extent that it is probable that taxable surplus will be available against which those deductible timing differences can be utilised. The carrying amount of deferred tax assets is reviewed at the end of each reporting period and reduced to the extent that it is no longer probable that sufficient taxable surplus will be available to allow all or part of the asset to be recovered.

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply in the period in which the liability is settled or the asset realised, based on tax rates (and tax laws) that have been enacted or substantively enacted by the end of the reporting period. Deferred tax liabilities are presented within provisions for liabilities and deferred tax assets within debtors. The measurement of deferred tax liabilities and assets reflect the tax consequences that would follow from the manner in which the Company expects, at the end of the reporting period, to recover or settle the carrying amount of its assets and liabilities.

Current or deferred tax for the year is recognised in surplus or deficit, except when they related to items that are recognised in other comprehensive income or directly in equity, in which case, the current and deferred tax is also recognised in other comprehensive income or directly in equity respectively.

#### 1.6. Government Grant

Government grants are recognised in the income and expenditure account in an appropriate manner that matches them with the expenditure towards which they are intended to contribute.

Grants for immediate financial support or to cover costs already incurred are recognised immediately in the income and expenditure account. Grants towards general activities of the entity over a specific period are recognised in the income and expenditure account over that period.

Grants towards fixed assets are recognised over the expected useful lives of the related assets and are treated as deferred income and released to the income and expenditure account over the useful life of the asset concerned.

All grants in the income and expenditure account are recognised when all conditions for receipt have been complied with.

#### 2. Turnover by Geographic Analysis

All company turnover derived from the United Kingdom.

#### 3. Operating Surplus/Deficit

The operating surplus/deficit is stated after charging:

	2022	2021
	£	£
Directors' remuneration	79,996	70,000
Depreciation of tangible fixed assets	1,086	892

#### 4. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 3 (2021: 3)

#### 5. Tax on Surplus

•	Tax Rate		2022	2021
	2022	2021	£	£
UK Corporation Tax	19.0%	19.0%		3,175
Total Current Tax Charge			<u>-</u>	3,175
Total tax charge for the period			<u>-</u>	3,175
			2022	2021
•			£	£
Profit before tax			21,847	35,111
Breakdown of Tax Charge is:				
Tax on profit at 19% (UK standard rate)			(4,151)	6,672
Goodwill/depreciation not allowed for tax			(206)	169
Expenses not deductible for tax purposes			(31)	-
Capital allowances			719	-
Tax incentives			9,367	(3,666)
Tax losses unutilised carried forward		•	(5,698)	-
Total tax charge for the period			-	3,175

6. Tangible Assets			
	Plant & Equipment	Equipment	Total
	£	£	£
Cost			
As at 1 April 2021	-	3,301	3,301
Additions	800	2,111	2,911
Disposals	-	(952)	(952)
As at 31 March 2022	800	4,460	5,260
Depreciation			
As at 1 April 2021	-	2,536	2,536
- Provided during the period	101	985	1,086
Disposals		(952)	(952)
As at 31 March 2022	101	2,569	2,670
Net Book Value			
As at 31 March 2022	699	1,891	2,590
As at 1 April 2021		765	765
7. Debtors			
		2022	2021
		£	£
Due within one year			
Trade debtors		3,293	-
Prepayments and accrued income		5,878	12,405
Other debtors		-	477
Managed Funds Held	_	1,389	
	_	10,560	12,882

#### 8. Creditors: Amounts Falling Due Within One Year

	2022	2021
	£	£
Trade creditors	23,198	10,724
Other taxes and social security	6,794	3,741
Deferred Income	925	71,582
Managed Funds	-	27,561
Accruals	1,550	2,318
	32,467	115,926

Managed Funds relate to funds held by MAYK Theatre CIC on behalf of artists. MAYK Theatre CIC budgets for the artists production and the liability will be spent on upcoming projects.

#### 9. Company limited by guarantee

The company is a company limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

#### 10. General Information

MAYK Theatre CIC is a private company, limited by guarantee, incorporated in England & Wales, registered number 07611153. The registered office is The Station, Silver Street, Bristol, BS1 2AG.

## MAYK Theatre CIC Detailed Income and Expenditure Account For The Year Ended 31 March 2022

·	202	2022		21
	£	£	£	£
TURNOVER				
Sales		54,842		43,736
COST OF SALES				
Purchases	13,022		38,514	
Subcontract costs	60,737		18,388	•
Subcontract costs			10,500	
		(73,759)		(56,902)
	-			
GROSS DEFICIT		(18,917)		(13,166)
Administrative Expenses		•		
Directors' salaries	79,996		70,000	
Wages and salaries	68,502		22,595	
Staff training	1,000		540	
Travel and subsistence expenses	2,175		(428)	
Rent	15,138		4,024	
Computer software, consumables and maintenance	4,203		3,684	
Insurance	1,238		1,129	
Printing, postage and stationery	539		51	
Advertising and marketing costs	7,340		1,129	
Promotional costs	671		64	
Telecommunications	-		152	
Accountancy fees	5,285		2,497	
Legal fees	8,925		2,013	
Subscriptions	771		601	
Bank charges	603		36	
Charitable donations	25		-	
Other office costs	3,168		-	
Depreciation	1,086		892	
Entertaining	138		-	
Sundry expenses		_	2,125	
		(200,803)		(111,104)

Page 15

....CONTINUED

# MAYK Theatre CIC Detailed Income and Expenditure Account (continued) For The Year Ended 31 March 2022

		•		
Other Operating Income				
Government grant receipts - net	241,438		134,553	
Job retention scheme income	-		24,828	
	_	241,438		159,381
ODED ATING OURSELIE		04.740		05 444
OPERATING SURPLUS		21,718		35,111
Interest payable and similar expenses		•		
Foreign exchange charges	(129)		•	
		•		
	_	129		<u>-</u>
SURPLUS BEFORE TAXATION		21,847		35,111
	-	21,047		33,111
Tax on Surplus				
Corporation tax charge	<u>-</u>		3,175	
				/2 175\
	_	<u>-</u>		(3,175)
SURPLUS AFTER TAXATION BEING SURPLUS FOR		04.047		24.020
THE FINANCIAL YEAR	_	21,847	_	31,936
	=			

000423 \$15

### **CIC 34**

### **Community Interest Company Report**

	For official use (Please leave blank)	
Please complete in	Company Name in full	MAYK THEATRE CIC
typescript, or in bold black capitals.	Company Number	07611153
capitais.	Year Ending	31/03/22
	•	(The date format is required in full)

Please ensure the company name is consistent with the company name entered on the accounts.

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

### (N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

This information is included in the directors' report in the accounts.

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary.)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.
We have ongoing dialogue and feedback with the artists and companies we work with, and audiences through events and social media. We also have an ongoing dialogue with our principle funders Arts Council England and Bristol City Council through quarterly reporting and meetings.
·
(If applicable, please just state "A social audit report covering these points is attached").
PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts
you need not reproduce it here. Please clearly identify the information within the accounts
and confirm that, "There were no other transactions or arrangements in connection with the
remuneration of directors, or compensation for director's loss of office, which require to be
disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.
THO TETRIALIST WAS TEECIVED BEIOW.
There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed.
PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please
insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for
full consideration has been made" below.
Tall consideration ride book made below.
No transfer of assets other than for full consideration has been made.
TWO transfer of assets other triain for full consideration has been made.
-
(Please continue on separate continuation sheet if necessary.)

#### PART 5 - SIGNATORY (Please note this must be a live signature)

The original report
must be signed by a
director or
secretary of the
company

Please note that it is a legal requirement for the date

for the date format to be

(DD/MM/YY)

15/12/22

Please note that it is a legal requirement for the date format to be provided in full throughout the CIC34 report.

Applications will be rejected if this is information is incorrect.

Office held (delete as appropriate) Director/Secretary

Tel

DX Exchange

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139 Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

DX Number

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38 Linenhall Street, Belfast, BT2 8BG

(N.B. Please enclose a cheque for £15 payable to Companies House)