

# BERRY RECRUITMENT GROUP LIMITED ANNUAL REPORT AND GROUP FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019



# **COMPANY INFORMATION**

**Directors** A.G. Berry: Chairman

I.M. Langley: Non Executive Deputy Chairman

S.M. Berry C. Chown M.R. Sarson L.J. Gamble I. Haddock M. Stewart S. Folds

D.J.McCall - Appointed 31 October 2019

Secretaries M.R. Sarson

D.J.McCall - Appointed 31 October 2019

Company Number 09200786

Registered Office Porters House

4 Porters Wood St Albans Herts AL3 6PQ

Auditors HB Accountants

Amwell House 19 Amwell Street Hoddesdon EN11 8TS

**Bankers** HSBC

94 Kensington High Street

London W84SH

**Solicitors** Sherrards

4 Beaconsfield Road

St Albans Herts AL1 3RD

Debenham Ottaway 107 St Peter's Street

Herts AL1 3EW

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#### STRATEGIC REPORT

#### FOR THE YEAR ENDED 31 DECEMBER 2019

#### Principal activity and business review

The group's principal activity is that of an employment business. The group is backed by experienced industry figures including Tony Berry (former Chairman of Blue Arrow and Manpower) and Ian Langley (Chairman of infrastructure recruitment specialist, Airswift Holdings).

The Berry Recruitment Group (The Group) is a rapidly growing recruitment group that operates under three trading divisions being Berry Recruitment, Wild Recruitment and Wild Berry Associates. The group concentrates on seven specialist sectors which are Industrial, Office and Professional, Driving, Construction, Catering, Technical and Rail.

The accounts show a turnover of £74.4m (2018:£69.4m) in the year with an EBITDA of £2.5m (2018: £1.67m).

The Group incurred a goodwill amortisation charge of £1.1m in the year. Goodwill in the operating subsidiaries is being written off over five years. Goodwill arising on acquisition of the Berry Recruitment group of companies, which represents more of an investment by BRG, is being written off over twenty years.

Financial analysts consider EBITDA to give a useful and more consistent reflection of how the business is performing, as it looks at the underlying operating results and is considered to be a profitability metric that is closely related to cash generation. Goodwill amortisation is a non-cash item and does not affect the liquidity or underlying performance of The Group, it is simply an accounting entry.

The Group's turnover has increased by 7.2 % to £74.4m (2018: £69.4m) with a 50% increase in EBITDA to to £2.5m (2018: £1.67m). In 2019, the Group has been successful in focusing on higher margin percentage business. Costs are well controlled resulting in the significant increase in EBITDA. These results are particularly impressive given the uncertainty surrounging Brexit and the UK economy that existed throughout 2019.

The operating cash flow was very positive at £8,820k (2018: outflow of £345k).

Debtor days continue to be well controlled at 38.8 days at December 2019 (2018: 41.7 days).

On behalf of the board

A.G. Berry Director Chairman

Date: 5 March 2020

#### **DIRECTORS REPORT**

#### FOR THE YEAR ENDED 31 DECEMBER 2019

The directors present their report and financial statements for the year ended 31 December 2019.

#### Principal activities

The company and its subsidiaries principal activity is that of employment business and agency.

#### Results and dividends

The results for the year are set out on page 5.

Ordinary dividends were paid amounting to £454,000. The directors do not recommend the payment of a final dividend.

#### **Directors**

The following directors have held office during the period:

A.G. Berry: Chairman

I.M. Langley: Non-Executive Deputy Chairman

S.M. Berry

C. Chown

M.R. Sarson

L.J. Gamble

I.D. Haddock

M. Stewart

S. Folds

D.J. McCall - Appointed 31 October 2019

#### **Future developments**

We are planning further significant growth in 2020 both organically and via targeted acquisitions. The Group will continue to maximise profitability through targeting specialist sectors, utilising technology, a disciplined pricing strategy, increased consultant productivity and control of operating costs.

 $The \ biggest \ risks \ are \ likely \ to \ remain \ uncertainty \ surrounding \ the \ UK's \ future \ relationship \ with \ the \ European \ Union.$ 

This may have an impact on availablity of candidates and macro-economic performance.

Our aim is to innovate and to continue to invest in candidate sourcing and retention.

#### **Employee involvement**

Throughout the year the company has maintained its policy of improving communications to employees and provides the opportunity for all employees to make suggestions to enhance performance. Regular meetings between local management and employees are held to engender a team spirit and resolve local issues.

#### Disabled persons

This company's policy is to recruit disabled workers for those vacancies that they are able to fill. All necessary assistance with initial training courses is given. Once employed, a career plan is developed so as to ensure suitable opportunities for each disabled person. Arrangements are made, wherever possible, for retaining employees who become disabled, to enable them to perform work identified as appropriate to their aptitudes and abilities.

#### Auditors

In accordance with section 485 of the Companies Act 2006 a resolution proposing that HB Accountants be re-appointed as auditors of the company will be put to the Annual General Meeting.

#### **DIRECTORS REPORT (CONTINUED)**

#### FOR THE YEAR ENDED 31 DECEMBER 2019

#### Statement of director' 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 accounts 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 and 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 judgements 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.

#### Statement of disclosure to Auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

On behalf of the board

A.G. Berry Director Chairman

Date: 5 March 2020 Page: 3

#### INDEPENDENT AUDITORS' REPORT TO THE

#### SHAREHOLDERS OF BERRY RECRUITMENT GROUP LIMITED

#### FOR THE YEAR ENDED 31 DECEMBER 2019

We have audited the financial statements of Berry Recruitment Limited for the year ended 31 December 2019 set out on pages 5 to 21. 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), including Financial Reporting Standard 102.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work had been undertaken so that we might state to the company's members 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 members as a body 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 set out on page 3, 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 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 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 group's and the parent 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 Annual Report to identify material misstatements and 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 group and company's affairs as at 31 December 2019 and of its profit for the year then ended:
- have been properly prepared in accordance with United 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 Strategic Report and the Directors' Report for the financial period for which the financial statements are prepared is consistent with the financial statements.

#### 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 by the parent company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent company 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 prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report.

Karen Chase (Senior Statutory Auditor) for and on behalf of HB Accountants

Chartered Accountants Statutory Auditor

Date: 5 March 2020

Amwell House 19 Amwell Street Hoddesdon Hertfordshire EN11 8TS

# CONSOLIDATED PROFIT AND LOSS ACCOUNT

# FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	2019 £'000		2018 £'000
Turnover	3	74,409		69,432
Cost of sales		(60,289)		(56,672)
Gross profit		14,120		12,760
Administrative expenses		(11,618)		(11,095)
EBITDA		2,502	-	1,665
Depreciation		(208)		(213)
Goodwill amortisation		(1,091)		(1,072)
Operating profit	4	1,203	-	380
Interest receivable and similar income	8	5 .		1
Interest payable and similar charges	9	(205)		(216)
Profit on ordinary activities before taxation		1,003	-	165
Taxation	10	(392)		(268)
Total comprehensive profit (loss) for the financial period	:	611	=	(103)
Profit (Losses) attributable to:				
Non-controlling interests	22	-	• •	-
Parent company		611		(103)
Total comprehensive profit (loss) for the financial period		611		(103)

The profit and loss account has been prepared on the basis that all operations are continuing operations.

# **CONSOLIDATED BALANCE SHEET**

# **AS AT 31 DECEMBER 2019**

		201	9	2018	
	Notes	£'000	£'000	£'000	£'000
Fixed Assets					
Intangible assets	12		5,689		6,862
Tangible assets	13	·	588	_	637
•			6,277		7,499
Current Assets					
Debtors	16	10,824		12,473	
Cash at bank and in hand	•	6,267		907	
		17,091	_	13,380	
Creditors : Amounts Falling Due		(2.0. (2.0.)		(4 7 000)	
Within One Year	17	(20,678)	<u> </u>	(17,298)	
Net Current Liabilities			(3,587)		(3,918)
Total Assets Less Current Liabilities			2,690	_	3,581
Creditors: Amounts falling due after			•		
more than one year	18		(224)		(1,480)
Provision for liabilities	19	_	(208)		
Net assets		-	2,258		2,101
Capital and reserves			_		
Called up share capital	21		10		10
Share premium account			5,032		5,032
Profit and loss account			(2,791)		(2,948)
Equity attributable to owners of the			_	_	
parent company			2,251		2,094
Non-controlling interests	` 22		7		7
		_	2,258	_	2,101

The financial statements were approved by the board of directors and authorised for issue on 5 March 2020 and are signed on its behalf by:

A.G. Berry

Director

Chairman

Company registration No. 09200786

# **COMPANY BALANCE SHEET**

# **AS AT 31 DECEMBER 2019**

		2019	2018
	Notes	£'000	£'000
Fixed Assets			
Investments	14	7,538	7,538
Creditors : Amounts falling due			
within one year	17	(2,063)	(2,117)
Total Assets Less Current Liabilities		5,475	5,421
Creditors: Amounts falling due after			
more than one year	18	-	-
Net Assets	-	5,475	5,421
Capital and reserves			
Called up share capital	21	10	10
Share premium account		5,032	5,032
Profit and loss account		433	379
Shareholders' funds	<del>-</del>	5,475	5,421

The financial statements were approved by the board of directors and authorised for issue on 5 March 2020 and are signed on its behalf by:

A.G. Berry Director Chairman

Company Registration No. 09200786

# CONSOLIDATED STATEMENT OF CHANGES IN EQUITY

# AS AT 31 DECEMBER 2019

	Notes	Share Capital £'000	Share Premium Account £'000	Profit and Loss Reserves £'000	Total controlling interest £'000	Non - controlling interest £'000	Total
Year ended 31 December 2018							
Balance at 1 January 2018  Loss and total comprehensive income		10	5,032	(2,391)	2,651	7	2,658
for the year		-	-	(103)	(103)	-	(103)
Dividends	11	•	-	(454)	(454)	-	(454)
Balance 31 December 2018	_	10	5,032	(2,948)	2,094	7	2,101
Year ended 31 December 2019							
Balance at 1 January 2019 Profit and total comprehensive income		10	5,032	(2,948)	2,094	7	2,101
for the year		-	-	611	611	-	611
Dividends	11	-	-	(454)	(454)	•	(454)
Balance 31 December 2019	=	10	5,032	(2,791)	2,251	7	2,258

# COMPANY STATEMENT OF CHANGES IN EQUITY

# AS AT 31 DECEMBER 2019

	Notes	Share Capital £'000	Share Premium Account £'000	Profit and Loss Reserves £'000	Total £'000
Period ended 31 December 2018					
Balance at 1 January 2018		10	5,032	324	5,366
Profit and total comprehensive income for					
the year		-	-	509	509
Dividends	11	-	-	(454)	(454)
Balance at 31 December 2018		10	5,032	379	5,421
Year ended 31 December 2019					
Balance at 1 January 2019		10	5,032	379	5,421
Profit and total comprehensive income for					
the year		-	-	508	508
Dividends	11	-	-	(454)	(454)
Balance at 31 December 2019	_	10	5,032	433	5,475

# CONSOLIDATED CASH FLOW STATEMENT

# FOR THE YEAR ENDED 31 DECEMBER 2019

	201	9	20	18
	£'000	£'000	£'000	£'000
Reconciliation of operating profit from operating activities		1 000		
Operating profit Depreciation of tangible fixed assets		1,203 208		380 213
Amortisation of intangible fixed assets		1,091		1,072
Decrease (increase ) in debtors	•	1,649		(1,903)
Increase (decrease) in creditors		4,669		(107)
Net cash inflow (outflow) from operating activities	-	8,820	-	(345)
Returns on investments and servicing of finance				
Interest received	5		1	
Interest paid	(205)		(216)	
Net cash inflow for returns on investments and servicing of finance		(200)		(215)
Taxation		(311)		(257)
Capital expenditure and financial investment		(150)		(126)
Purchase of tangible fixed assets		(159)		(136)
Business acquisitions		(168)		(535)
Equity dividends paid	•	(454)		(454)
Net cash inflow (outflow) before management of liquid resources and	_	7,528	•	(1,942)
Financing activities			•	
Issue of ordinary shares	-		-	
Loans from shareholders	- (627)		200	
Loans to shareholders repaid Hire purchase finance received	(637)		(412)	
Hire purchase finance repayments	-		(22)	
Bank loan finance received	146		` _	
Bank loan finance repaid	(1,156)		(16)	
Cash (outflow) / from financing		(1,647)		(250)
Net increase/(decrease) in cash and cash equivalents	_	5,881	-	(2,192)
Cash and cash equivalents at the beginning of period		(8,990)		(6,798)
Cash and cash equivalents at the end of period	=	(3,109)		(8,990)
Analysis of net debt	31 December	Cash flow	Other non- 3	31 December 2019
	2018 £'000	£'000	changes £'000	£'000
Net Cash: Cash at bank and in hand	907	5,360	-	6,267
Invoice discounting facility	(9,897)	5,360 521	-	(9,376)
	(8,990)	5,881	-	(3,109)
Debt:			<u> </u>	
Debts falling due within one year	(991)	1,647	(1,056)	(400)
Debts falling due after one year	(1,184)		1,056	(128)
	(2,175)	1,647	<del></del>	(528)
Net Debt	(11,165)	7,528		(3,637)

# NOTES TO THE FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 DECEMBER 2019

# 1 Accounting Policies

# pany Information

Berry Recruitment Group Limited ("the company") is a limited company domiciled and incorporated in England and Wales. The registered office is Porters House, 4 Porters Wood, St Albans, Hertfordshire, AL3 6PQ.

# 1 Accounting convention

The financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006.

The financial statements are prepared in sterling, which is the functional currency of the group. Monetary amounts in these financial statements are rounded to the nearest £'000.

The financial statements have been prepared on the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal

accounting policies adopted are set out below.

The company is a qualifying entity for the purposes of FRS 102, being a member of a group where the parent of that group prepares publicly available consolidated financial statements, including this company, which are intended to give a true part fair view of the assets, liabilities, financial position and profit or loss of the group. The company has therefore taken advantage of exemptions from the following disclosure requirements for parent company information presented within the consolidated financial statements:

- Section 4 'Statement of Financial Position' Reconciliation of the opening and closing number of shares;
- Section 7 'Statement of Cash Flows'. Presentation of a statement of cash flow and related notes and disclosures; Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instrument Issues' Carrying amounts, interest inconnet expenses and net gains/losses for each category of financial instrument; basis of determining fair values; details of collateral, loan defaults or breaches, details of hedges, hedging fair value changes recognised in profit or loss and in other comprehensive income;
- Section 26 'Share based Payment' Share-based payment expense charged to profit or loss, reconciliation of opening
  and closing number and weighted average exercise price of share options, how the fair value of options granted
  was measured, measurement and carrying amount of liabilities for cash-settled share-based payments, explanation
  of modifications to arrangements;
- Section 33 'Related Party Disclosures' Compensation for key management personnel.

As permitted by s408 Companies Act 2006, the company has not presented its own profit and loss account and related notes. The company's profit for the year was £508,000 (2018 £509,000)

# 1.2 Basis of consolidation

In the parent company financial statements, the cost of a business combination is the fair value at the acquisition date of the assets given, equity instruments issued and liabilities incurred or assumed, plus costs directly attributable to the business combination. The excess of the cost of a business over the fair value of the identifiable assets, liabilities and contingent liabilities acquired is recognised as goodwill. The cost of the combination includes the estimated amount of contingent consideration that is probable and can be measured reliably, and is adjusted for changes in contingent consideration after the acquisition date. Provisional fair values recognised for business combinations in previous periods are adjusted retrospectively for final fair values determined in the 12 months following the acquisition date. Investments in subsidiaries, joint ventures and associates are accounted for at cost less impairment.

The consolidated financial statements incorporate those of Berry Recruitment Group Limited and all of its subsidiaries (ie entities that the group controls through its power to govern the financial and operating policies so as to obtain economic benefits). Subsidiaries acquired during the year are consolidated using the purchase method. Their results are incorporated from the date that control passes.

All financial statements are made up to 31 December 2019. Where necessary, adjustments are made to the financial statements of subsidiaries to bring the accounting policies used into line with those used by other members of the group.

All intra-group transactions, balances and unrealised gains on transactions between group companies are eliminated on consolidated Unrealised losses are also eliminated unless the transaction provides evidence of an impairment of the asset transferred.

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 DECEMBER 2019

#### 1.3 Going concern

At the time of approving the financial statements, the directors have a reasonable expectation that the company has adequate resources to continue in operation existence for the foreseeable future. Thus the directors continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.4 Turnover

Turnover represents amounts revenue earned under a wide variety of contracts to provide services. Revenue is recognised as earned when, and to the extent that, the company obtains the right to consideration in exchange for its performance under these contracts. It is measured at the fair value of the right to consideration, which represents amounts chargeable to clients excluding value added tax.

#### 1.5 Intangible fixed assets - goodwill

Goodwill represents the excess of the cost of acquisition of a business over the fair value of net assets acquired. It is initially recognised as an asset at cost and is subsequently measured at cost less accumulated amortisation and accumulated impairment losses. Goodwill is considered to have a finite useful life and in operating subsidiaries is being written off over five years. Goodwill arising on the acquisition of the Berry Recruitment group of companies, which represents more of an investment by BRG, is being written off over twenty years.

For the purposes of impairment testing, goodwill is allocated to the cash-generating units expected to benefit from the acquisition. Cash-generating units to which goodwill has been allocated are tested for impairment at least annually, or more frequently when there is an indication that the unit may be impaired. If the recoverable amount of the cash-generating unit is less than the carrying amount of the unit, the impairment loss is allocated first to reduce the carrying amount of any goodwill allocated to the unit and then to the other assets of the unit pro-rata on the basis of the carrying amount of each asset in the unit.

#### 1.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially measured at cost and subsequently measured at cost or value net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Short leasehold property 10% - 33% straight line
Computer equipment 25% straight line
Fixtures, fittings and equipment 10% straight line
Motor vehicles 25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the profit and loss account.

#### 1.7 Fixed asset investments

Equity investments are measured at fair value through profit or loss, except for those equity investments that are not publicly traded and whose fair value cannot otherwise be measured reliably, which are recognised at cost less impairment until a reliable measure of fair value becomes available.

In the parent company financial statements, investments in subsidiaries, associates and jointly controlled entities are initially measured at cost and subsequently measured at cost less any accumulated impairment losses.

A subsidiary is an entity controlled by the group. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

An associate is an entity, being neither a subsidiary nor a joint venture, in which the company holds a long-term interest and where the company has significant influence. The group considers that it has significant influence where it has the power to participate in the financial and operating decisions of the associate.

Investments in associates are initially recognised at the transaction price (including transaction costs) and are subsequently adjusted to reflect the group's share of the profit or loss, other comprehensive income and equity of the associate using the equity method. Any difference between the cost of acquisition and the share of the fair value of the net identifiable assets of the associate on acquisition is recognised as goodwill. Any unamortised balance of goodwill is included in the carrying value of the investment in associates.

Losses in excess of the carrying amount of an investment in an associate are recorded as a provision only when the company has incurred legal or constructive obligations or has made payments on behalf of the associate.

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 DECEMBER 2019

#### 1.7 Fixed asset investments

In the parent company financial statements, investments in associates are accounted for at cost less impairment.

Entities in which the group has a long term interest and shares control under a contractual arrangement are classified as jointly controlled entities.

#### 1.8 Impairment of fixed assets

At each reporting period date, the group reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

The carrying amount of the investment accounted for using the equity method is tested for impairment as a single asset. Any goodwill included in the carrying amount of the investment is not tested separately for impairment.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in profit or loss, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset (or cash-generating unit) is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating) in prior years. A reversal of an impairment loss is recognised immediately in profit or loss, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Foreign currency translation

Transactions in currencies other than pounds sterling are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation are included in the profit and loss account for the period.

## 1.11 Financial Instruments

The group has elected to apply the provision of section 11 'Basic Financial Instruments' and section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the group's statement of financial position when the group becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset and the net amounts presented in the financial statements when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 DECEMBER 2019

#### Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in profit or loss, except that investments in equity instruments that are not publically traded and whose fair values cannot be measured reliably are measured at cost less impairment.

#### Impairment of financial assets

Financial assets, other than those held at fair value through profit and loss, are assessed for indicators of impairment at each reporting end date.

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in profit or loss.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in profit or loss.

#### Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the group transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

#### Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the group after deducting all of its liabilities.

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### Other financial liabilities

Derivatives, including interest rate swaps and forward foreign exchange contracts, are not basic financial instruments. Derivatives are initially recognised at fair value on the date a derivative contract is entered into and are subsequently re-measured at their value. Changes in the fair value of derivatives are recognised in profit or loss in finance costs or finance income as appropriate, unless hedge accounting is applied and hedge is a cash flow hedge.

Debt instruments that do not meet the conditions in FRS 102 paragraph 11.9 are subsequently measured at fair value through profit or loss. Debt instruments may be designated as being measured at fair value through profit or loss to eliminate or reduce an accounting mismatch or if the instruments are measured and their performance evaluated on a fair value basis in accordance with a documented risk management or investment strategy.

## 1.12 Equity instruments

Equity instruments issued by the group are recorded at the proceeds received, net of the direct issue costs. Dividends payable on equity instruments are recognised as liabilities once they are no longer at the discretion of the group.

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 DECEMBER 2019

#### 1.13 Taxation

The tax charge represents the sum of tax currently payable and deferred tax.

#### Current tax

The tax currently payable is based on the taxable profit for the year. Taxable profit differs from net profit as reported in the profit and loss account because it excludes items of income or expense that are taxable or tax deductible in other years and it further excludes items that are never taxable or deductible. The liability for current tax is calculated using tax rates that have been enacted or substantially enacted by the reporting end date.

#### 1.14 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.15 Retirement benefits

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

#### 1.16 Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the assets fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the balance sheet as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements. The interest is charged to the profit and loss account so as to produce a periodic rate of interest on the remaining balance of the liability.

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the lease, except where another more systematic basis is more representative of the time pattern in which economic benefits from the lease asset are consumed.

#### 1.17 Foreign exchange

Transactions in currencies other than pounds sterling are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation are included in the profit and loss account for the period.

#### 2 Judgements and key sources of estimation uncertainty

In the application of the company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

#### 3 Turnover

The turnover was derived from the company's principal activity of an employment agency.

	2019	2018
Geographical analysis of turnover:	£'000	£'000
United Kingdom	74,164	69,174
Europe	245_	258
	74,409	69,432

# NOTES TO THE FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 DECEMBER 2019

4	Operating Profit	2019 £'000	2018 £'000	
	Operating profit is stated after charging:	2 000	2 000	
	Amortisation of intangible fixed assets	1,091	1,072	
	Depreciation of tangible fixed assets			
	- Owned assets	208	213	
	- Assets held under hire purchase and finance leases	<del>.</del>	-	
	Auditors' remuneration	27	20	
	Fees payable to the auditors in respect of taxation services Foreign exchange losses	5 1	. 5 . 1	
	Operating lease rentals	1	. 1	
	- Plant and machinery	210	196	
	- Land and buildings	680	613	
5	Auditor's remuneration	2019	2018	
		£'000	£'000	
	Fees payable to the company's auditor:			
	For audit services:			
	Audit of the financial statements of the group and company		20	•
	For other services:			
	Taxation compliance services	5	5	
	•			
,	Englance information			
6	Employee information			
	The average number of persons (including directors) employed by the group during the year was:			
		2019	2018	
		Number	Number	
	Directors	9	9	
	Finance	18	16	
	Admin	10	14	
	Operations	154 191	161 200	
			200_	
	Their aggregate remuneration comprised:	2019	2018	
		£'000	£'000	
	Staff costs (including directors):	( 0.77	( 771	
	Wages and salaries Social security costs	6,977 735	6,771 704	
	Other pension costs	735 143	70 <del>4</del> 107	
	Cities perioderi ecoto	7,855	7,582	
	·		1,502	
		•		
7	Directors' remuneration	2019	2018	
		£'000	£'000	
	Emoluments for qualifying services	658	575	
	Company pension contributions to money purchase schemes	26	26	
	Benefits in kind	54	43	
		738	644	
	The number of directors for whom retirement benefits are accruing under defined contribution sche	mes was 5 (2017: 5	).	
	Remuneration disclosed above includes the following amounts paid to the highest paid director:			
	Remuneration for qualifying services	111	99	
	Company contributions to money purchase pension schemes	7	7	
	Benefits in kind	12	9	
		130	115	

# NOTES TO THE FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 DECEMBER 2019

Interest receivable and similar income	2019 £'000	2018 £'000
Other interest income		1
Tutanat assable and duite shows	2010	2010
Interest payable and similar charges	2019 £'000	2018 £'000
Interest on amounts payable to invoice finance arrangements	181	162
Interest on finance leases and hire purchase contracts	. <u>-</u>	1
Other interest payable	<del>- 24</del>	53 216
		210
Taxation	2019	2018
	£'000	£'000
Current tax:	202	260
U.K. Corporation tax on the result for the year Adjustment in respect of prior years	392	268
	392	268
Factors affecting the tax charge for the year:  Profit on ordinary activities before taxation	1,003	165
Expected tax charge based on the standard rate of corporation tax in the		
UK of 19.0% (2018: 19%)	191	31
Tax effect of expenses that are not deductible in determining taxable profit	40	26
Other adjustments Adjustment in respect of prior years	(11)	-
Depreciation on assets not qualifying for tax allowances	13	19
Amortisation on assets not qualifying for tax allowances	195	192
Overprovision in previous years	(36)	268
*		200
Dividends	2019	2018
	£'000	£'000
Ordinary interim paid	454	454
2 Intangible Fixed Assets		
Group		Goodwill
•		£'000
Cost At 31 December 2018		15,551
Additions Adjustment		(82)
At 31 December 2019		15,469
Amortisation and impairment	·	<u> </u>
At 31 December 2018		8,689
Amortisation charged for the year		1,091
At 31 December 2019	_	9,780
Carrying amount		
At 31 December 2019		5,689
At 31 December 2018		6,862
The company had no intangible fixed assets at 31 December 2019 or at 31 December 20		

# NOTES TO THE FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2019

13 Tangible Fixed Assets  Group	Short leasehold property £'000	Computer equipment £'000	Fixtures fittings and equipment £'000	Total £'000
Cost				-
At 31 December 2018	540	802	558	1,900
On acquisitions	-	-	•	-
Additions	29	117	13	159
Disposals	-	-	-	-
At 31 December 2019	569	919	571	2,059
Depreciation .				
At 31 December 2018	209	650	404	1,263
On acquisitions	-	-	-	-
Depreciation charged for the year	54	102	52	208
Disposals	-	-	-	-
At 31 December 2019	263	752	456	1,471
Carrying amount				
At 31 December 2019	306	167	115	588
At 1 January 2018	331	152	154	637

The company had no tangible fixed assets at 31 December 2019 or at 31 December 2018.

# 14 Fixed Asset Investments

Company	Subsidiary Undertakings 2019 £'000
Cost At 1 January 2019	7,538
Additions At 31 December 2019	7,538
Net book value At 31 December 2019	7,538

The following are subsidiary undertakings at the end of the year and have been included in the consolidated financial statements.

	% owned	Principal activity
Berry Recruitment Ltd	100	Employment agency
Wild Recruitment Ltd	100	Employment agency
Joy Recruitment Limited	100	Employment agency
Amanda Smith Recruitment Ltd	100	Dormant
Mainline Resourcing Ltd	100	Dormant
Headway Recruitment Ltd	95	Dormant
London Recruitment Services Limited	100	Dormant
Bushley Ltd	100	Dormant
London Staff Bureau Limited	100	Dormant

The above companies are all incorporated in England and Wales.

# NOTES TO THE FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 DECEMBER 2019

15	Financial Instruments	Group 2019 £'000	Group 2018 £'000	Company 2019 £'000	Company 2018 £'000
	Carrying amount of financial assets		2 000		
	Debt instruments measured at amortised cost	10,394	11,504	-	_
	Equity instruments measured at cost less impairment	-	-	7,538	7,538
	Carrying amount of financial liabilities				
	Measured at amortised cost	18,667	15,471	2,063	2,117
		-		=	
.16	Debtors	Group	Group	Company	Company
		2019	2018	2019	2018
		£'000	£'000	£'000	£'000
•	Trade debtors	10,289	11,458	-	•
(	Other debtors	105	46	-	-
]	Prepayments and accrued income	430	969		
		10,824	12,473		
17	Creditors: Amounts falling due within one year	Group	Group	Company	Company
• •	Croates of Timounts Tuning and William One your	2019	2018	2019	2018
		£'000	£'000	£'000	£'000
]	Invoice discounting	9,376	9,897	-	-
. ]	Bank loan	18	22	-	-
	Trade creditors	1,419	1,554	-	-
	Corporation tax payable	297	216	-	-
	Other taxes and social security	1,148	2,370	-	-
	Amounts due to subsidiary undertakings	-		1,680	1,348
	Other creditors	7,248	1,549	-	-
	Accruals and deferred income	790	721	-	-
	Obligations under hire purchase contracts	202	-	202	760
J	Loans	382	969	383	769
		20,678	17,298	2,063	2,117
18	Creditors: Amounts falling due after more than one year	Group	Group	Company	Company
	•	2019	2018	2019	2018
		£'000	£'000	£'000	£'000
	Loans	-	50	-	-
]	Bank loans	128	1,134	-	-
	Obligations under hire purchase contracts	-	-	-	-
(	Other creditors	96	296		-
		224	1,480		
4	Analysis of borrowings				
	Wholly repayable within five years	528	2,175	-	-
	Included within current liabilities	(400)	(991)		<u> </u>
		128	1,184		-
	D 6 T. 1000				
19 I	Provisions for Liabilities	Group	Group	Company	Company
		2019	2018	2019	2018
			£'000_	£'000	£'000
	Charged to profit & loss - Dilapidations	208			

The dilapidation provision represents the future obligation to return leased premises to their original condition.

# NOTES TO THE FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2019

20	Borrowings	Group 2019 £'000	Group 2018 £'000	Company 2019 £'000	Company 2018 £'000
	Invoice discounting	9,376	9,897	-	-
	Bank loans	146	1,156	-	-
	Other loans	382	1,019	383	769
		9,904	12,072	383	769

The invoice discounting is secured by a fixed charge over the book debts.

The bank loans are secured by way of a fixed charge over a long leasehold property and a debenture over all of the assets of the company.

The other loans are unsecured.

21	Called up share capital	Group 2019 £'000	Group 2018 £'000	Company 2019 £'000	Company 2018 £'000
	Allotted, called up and fully paid:				
	28,534 Ordinary A Class shares of 10p each	3	3	3	3
	18,466 Ordinary B Class shares of 10p each	2	2	2	2
	53,000 Ordinary C Class shares of 10p each		5		5
		10	10		10
22	Non-controlling interests			Group 2019 £'000	Group 2018 £'000
	At 31 December 2018	1	•	7	7
	Acquired in the year	,		_	<u>-</u>
	Share of profit/(loss) for the year			-	_
	At 31 December 2019			7	7
23	Retirement benefit schemes				
	The company operates a defined contribution pension sch scheme are held separately from those of the company in			sets of the	

	2019	2018
	£'000	£'000
The charge to the profit and loss in respect of defined contribution schemes		
in the year was	143	107

# 24 Operating lease commitments

At the reporting date the outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due are as follows:

	Land and Buildings Group 2019 £'000	Other Group 2019 £'000	Land and Buildings Group 2018 £'000	Other Group 2018 £'000
Operating leases which expire:				
Within one year	487	121	589	130
In two to five years	1,011	71	1,383	56
After five years	351	-	485	
	1,849	192	2,457	186

#### NOTES TO THE FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2019

25	Capital commitments				
	At 31 December 2019 the capital commitments were:	Group 2019 £'000	Group 2018 £'000	Company 2019 £'000	Company 2018 £'000
	Authorised, but not contracted for		<u>-</u>		-
26	Related party transactions	Group 2019 £'000	Group 2018 £'000	Company 2019 £'000	Company 2018 £'000
	Key management personnel (including directors):				
	Total remuneration in the period: Aggregate compensation	738	644	-	-
	Dividends paid during the period	338	339	338	339
	Amounts due at 31 December 2019	. 85	241	85	216
	Related parties:			•	
	Total remuneration in the period: The wives of four of the directors	199	182	-	-
	Dividends paid during the period: The wives of three of the directors	116	116	116	116
	Amounts due at 31 December 2019 The wives of three of the directors Other related party	297 -	419 25	297 -	419

#### 27 Subsidiary Guarantee

The company has provided an undertaking under s 479 of the Companies Act 2006 to guarantee all outstanding liabilities as at 31 December 2019 of its subsidiary, Joy Recruitment Limited (registered number: 06205062).

This guarantee remains in place until all liabilities are settled in full and is enforceable against the company by any person to whom the subsidiary is liable in respect of those liabilities. As a result of obtaining this guarantee, the subsidiary is exempt from audit under s479 of the Companies Act 2006.