Company Registration No. 00140250

**Bellingham & Stanley Limited** 

**Annual Report and Financial Statements** 

**31 December 2013** 



COMPANIES HOUSE

# Annual report and financial statements 2013

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# Annual report and financial statements 2013

# Officers and professional advisers

# **Directors**

M Banks

A Bertrand

S Donnelly (appointed 23rd May 2013)

R Roehrig (appointed 23rd May 2013)

C McIntire (resigned 23rd May 2013)

D Knight (resigned 23rd May 2013)

#### Company secretary

L Frawley

### Registered office

c/o Xylem Water Services Ltd Jays Close Viables Estate Basingstoke Hants RG22 4BA

#### **Bankers**

National Westminster Bank plc PO Box 34 15 Bishopsgate London EC2P 2AP

#### **Solicitors**

Freshfields Bruckhaus Deringer 65 Fleet Street London EC4Y 1HS

### **Auditor**

Deloitte LLP Chartered Accountants and Statutory Auditor Southampton, United Kingdom

## Directors' report For the year ended 31 December 2013

The directors present their annual report on the affairs of the company, together with the financial statements and independent auditor's report for the year ended 31 December 2013. The directors have taken the small companies exemptions available to them and have not prepared a Strategic Report on the basis that the company is small.

#### Business review and principal activity

The principal activity of the company is the design, development, manufacture and in-service support of optomechanical and digital Refractomers and Polarimeters.

Xylem is the name for all of the water related businesses, and trades on the New York Stock Exchange supplying highly engineered solutions in the movement, distribution, treatment and analysis of water.

Bellingham & Stanley Limited is part of the Xylem Analytics Growth Centre, and is positioned within the UK Xylem structure.

2013 continued to be a very difficult year with the residual effects of the economic downturn following on from 2012. Sales in EMEA held up well during the year, overall falling short of target, but still growing by 2.6% on 2012. The world markets remained slow providing little optimism for growth with the US being hit hard with spending cuts, which had a significant impact on the Latin American market falling by 37.5% against 2012. Overall the business held its ground in 2013with bookings exceeding 2012 by 6.4%, and sales revenue up by 0.8%.

The company re-affirmed its disciplined process of strict operating cost control and cost reduction through the year restricting direct material increases, and improving gross margin by 2.8% to 55.6%. OPEX increased during 2013 due to new staff joining the sales team, and expenses incurred in the US with the project to relocate the B+S Inc. Sales and Service functions from Lawrenceville to the Flygt facility in Suwanee, and the move of warehouse / distribution and Finance controls to the OI facility at College Station, Texas. The project was completed on time and within budget with minimal disruption to the business.

The excellent development work through 2013 on the replacement display unit for our main instrument ranges has proven both to have improved the reliability of the products and reduced warranty complaints. In 2014 this change will provide the platform to introduce a full windows compatible facility coupled with the introduction of multiple colour display screen formatting, and modern communication links for our RFM 300 and ADP 400 range of instruments. 2014 will also see the introduction of the ADP 600 High Accuracy Multi Wavelength Polarimeter (fitted with touch and colour screen functionality) targeted at the high value end Pharmaceutical market. These new enhancements provide B+S products with a full facelift and range extension to fill a gap in our current portfolio, bringing fresh looking instruments with added value to the market.

B+S has actively championed the concept of a Xylem Analytics AMT Food and Beverage market segment approach to selling other Xylem products within the UK. This has been successfully launched in the UK with the SI-A range of Titrators, and in 2014 will be reciprocated within Germany, France, Australia/ NZ, and China with B+S products being sold within each country, through a local office, with local language speaking staff able to communicate and deal directly with customers at a local level.

In summary, 2013 was a difficult year in which we had to fight hard to maintain our position against the uncertainty of the world markets and aggressive discounting of our competitors. Not only did we successfully achieve this but we also improved our gross margin, maintained our EBIT, and effected the major relocation project of B+S Inc. in the US. Looking forward to 2014 we will have fresh new looking products to sell, a new Polarimeter to fill a significant gap in our portfolio, and what are effectively B+S offices in a number of major countries and regions in the world where customers can deal in a local environment, in their local language, through a local contact. We look forward to a positive 2014.

#### Cash flow risk

The company's activities expose it primarily to the financial risks of changes in foreign currency rates. The company does not use foreign exchange forward contracts or interest rate swap contracts to hedge these exposures as the amounts involved are not material, but the risks are regularly reviewed to allow consideration of the introduction of appropriate measures.

# Directors' report (continued) For the year ended 31 December 2013

#### Credit risk

The company's principal financial assets are bank, trade and inter-company receivables. The amounts in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event, which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The company has no significant concentration of credit risk, with exposure spread over a large number of customers.

#### Price risk

The company is exposed to commodity price risk. The company does not manage its exposure to commodity price risk due to cost benefit considerations.

### Supplier payment policy

The company's policy is to settle terms of payment with suppliers when agreeing the terms of each transaction, ensure that suppliers are made aware of the terms of payment and abide by the terms of payment. Trade creditors of the company at 31 December 2013 were equivalent to 35 days (2012: 35 days) purchases, based on the average amount invoiced by suppliers during the year.

#### **Environment**

The company recognises the importance of its environmental responsibilities. It employs an Environment, Health and Safety Coordinator to ensure that the company operates within group polices and implements initiatives designed to minimise the company's impact on the environment, including safe disposal of manufacturing waste, recycling and reducing energy consumption.

There are very stringent Environmental Health and Safety guidelines used throughout the company and standards are frequently reviewed through audits.

#### Going concern

The company's business activities, together with the factors likely to affect its future development, performance and position are set out above.

The directors believe that the company is well placed to manage its business risks successfully despite the current uncertain economic outlook. After making enquiries and considering forecasts, the directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and financial statements.

#### Results and dividends

The directors are satisfied with the results for the year which are set out on page 7. The profit before tax for the financial year was £542,000 (2012: £466,000). The directors expect the results to be stable in the coming year. The directors do not recommend the payment of a dividend (2012: nil).

#### Directors and their interests

The directors who served during and subsequent to the year are set out on page 1.

#### **Employee consultation**

The company is firmly committed to continue to secure the full co-operation and involvement of its employees in the success of the business.

This is achieved by communication and consultation with employees and with representatives, where appropriate, at the units where they work. The methods include briefing and communication groups, employee information meetings, consultative committees, company notice boards and company newspapers. These newspapers enjoy an independent editorial policy.

# Directors' report (continued) For the year ended 31 December 2013

### Disabled employees

Applications for employment by disabled persons are always fully considered, bearing in mind the abilities of the applicant concerned. In the event of members of staff becoming disabled every effort is made to ensure that their employment with the group continues and that appropriate training is arranged. It is the policy of the group and the company that the training, career development and promotion of disabled persons should, as far as possible, be identical to that of other employees.

#### Auditor

Deloitte LLP have indicated their willingness to be reappointed for another term and appropriate arrangements have been put in place for them to be deemed reappointed as auditor in the absence of an Annual General Meeting.

#### Disclosure of information to auditor

Each of the persons who is a director at the date of approval of this report confirms that:

- (a) so far as the directors are aware, there is no relevant audit information of which the company's auditor is unaware; and
- (b) the directors have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s418 of the Companies

Act 2006.

Approved by the Board and signed on its behalf by

M Banks Director

18th SULY 2014

#### Directors' responsibilities statement

The directors are responsible for preparing the Annual 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;
- 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.

# Independent auditors' report to the members of Bellingham & Stanley Limited

We have audited the financial statements of Bellingham & Stanley Limited for the year ended 31 December 2013 which comprise the Profit and Loss Account, the Balance Sheet, and the related notes 1 to 19. 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 members, as a body, 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 members those matters we are required to state to them in an auditor's 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 auditor

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 annual 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 2013 and of its profit 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.

#### 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 for preparing a Strategic Report.

Greg Culshaw ACA (Senior Statutory Auditor) for and on behalf of Deloitte LLP Chartered Accountants and Statutory Auditor Southampton, United Kingdom

23 July

2014

# Profit and loss account For the year ended 31 December 2013

	Notes	2013 £'000	2012 £'000
Turnover	2	3,466	3,574
Cost of sales	3	(1,744)	(1,839)
Gross profit	3	1,722	1,735
Other operating expenses	3	(1,239)	(1,280)
Operating profit		483	455
Other operating income		59	11
Profit on ordinary activities before taxation	4	542	466
Tax on profit on ordinary activities	7	(128)	(140)
Profit for the financial year		414	326

There were no recognised gains and losses other than the result for each year. Accordingly, no separate statement of total recognised gains and losses has been presented. All results arose from continuing operations of the company.

# Balance sheet At 31 December 2013

	Note	2013 £'000	2012 £'000
Fixed assets Tangible assets	8	310	341
		310	341
Current assets Stocks Debtors due within one year Cash at bank and in hand	9 10	506 6,051 2 6,559	522 5,664 4 6,190
Creditors: Amounts falling due within one year	11	(569)	(644)
Net current assets		5,990	5,546
Total assets less current liabilities		6,300	5,887
Provisions for liabilities	12	(17)	(18)
Net assets		6,283	5,869
Capital and reserves			
Called-up share capital Profit and loss account surplus	14 15	46 6,237	46 5,823
Shareholders' funds	16	6,283	5,869

The financial statements of Bellingham & Stanley Limited (registered number 00140250) were approved by the board of directors and authorised for issue on They were signed on its behalf by:

M Banks Director

, 8th July 2014

# Notes to the financial statements For the year ended 31 December 2013

#### 1. Accounting policies

The principal accounting policies are summarised below. They have all been applied consistently throughout the year and the preceding year, except as stated below.

#### **Basis of accounting**

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

#### Going concern

The financial statements have been prepared under the going concern basis as discussed on page 3.

#### Turnover

Turnover represents amounts receivable for goods and services provided in the normal course of business, net of trade discounts, VAT and other sales related taxes. Where sales are made revenue is recognised when contractual obligations have been completed.

#### Research and development

All research and development expenses are charged to the profit and loss account as incurred (see note 3).

#### Taxation

Current tax, including UK corporation tax and foreign tax, is provided at amounts expected to be paid using the tax rates and laws that have been enacted or substantially enacted by the balance sheet date.

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events that result in an obligation to pay more tax in the future or a right to pay less tax in future have occurred at the balance sheet date. Timing differences are differences between the company's taxable profits and its results as stated in the financial statements that arise from the inclusion of gains and losses in tax assessments in periods different from those in which they are recognised in the financial statements.

A net deferred tax asset is regarded as recoverable and therefore recognised only when, on the basis of all available evidence, 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 is measured at the average tax rates that are expected to apply in the periods in which the timing differences are expected to reverse, based on tax rates and laws that have been enacted or substantially enacted by the balance sheet date. Deferred tax is measured on a non-discounted basis.

The UK Government announced on 20th March 2013 that the corporation tax rate would reduce to 21% and 20% for the financial years commencing 1st April 2014 and 1st April 2015 respectively. Accordingly the effects of the announced changes are reflected in the financial statements for the year ended 31 December 2013 as they were enacted at the balance sheet date.

# Notes to the financial statements For the year ended 31 December 2013

#### 1. Accounting policies (continued)

#### Tangible fixed assets

Tangible fixed assets are stated at cost net of depreciation and provisions for impairment. Depreciation is provided on all tangible fixed assets, other than freehold land, at annual rates calculated to write off the cost of each asset over its expected useful life as follows:

Freehold buildings 2% on cost Freehold improvements 5% on cost

Plant and machinery 10% or 20% on cost or written down value

Computer equipment 20% on cost

Motor vehicles 25% on written down value

Fixtures and fittings 10% on cost

#### Stocks

Stocks are stated at the lower of cost (on a weighted average purchase price basis) and net realisable value. Cost includes all direct costs incurred in bringing stocks to their present state and location, and an appropriate proportion of manufacturing overheads. Net realisable value is based on estimated selling price, less further costs expected to be incurred to completion and disposal. Provision is made for obsolete, slow-moving or defective items where appropriate.

#### Warranties

Warranty provisions are included in provisions for liabilities.

#### Foreign currency

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

Translation differences are accounted for in the profit and loss account.

#### **Pension costs**

The Company operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the scheme rules.

#### Leases

Rentals under operating leases are charged to the profit and loss account on a straight-line basis over the lease term, even if the payments are not made on such a basis.

#### Cash flow statement

The directors have taken advantage of the exemptions in Financial Reporting Standard No. 1 "Cash flow statements" not to produce a cash flow statement because the publicly available accounts of its ultimate parent company include a cash flow statement which include the cash flows of Bellingham & Stanley Limited.

# Notes to the financial statements For the year ended 31 December 2013

### 2. Turnover

The company's activities comprise one class of business, being the company's principal activity. The geographical analysis of the company's turnover by destination is as follows:

		2013 £'000	2012 £'000
United Kingdom		939	959
Rest of European Unior	n	928	896
Other		1,599	1,719
		3,466	3,574
3. Cost of sales, gross p	profit and other operating expenses	2012	2012
		2013 £'000	2012 £'000
Cost of sales		1,744	1,839
Gross profit		1,722	1,735
Distribution costs		345	339
Research and developm	nent	199	236
Administrative expense		695	705
Other operating expen	nses	1,239	1,280

# 4. Operating profit on ordinary activities before taxation

Profit on ordinary activities before taxation is stated after charging:

	2013 £'000	2012 £'000
	2 000	
Depreciation – owned fixed assets	48	51
Loss on sale of tangible fixed assets	-	1
Operating lease rentals:		
- plant and machinery	33	33
(Gain)/Loss on foreign exchange	(51)	33
Fees payable to the company's auditor for the audit of the company's annual accounts	14	15
Fees payable to the company's auditor for other services	-	4

# Notes to the financial statements For the year ended 31 December 2013

#### 5. Staff costs

The average monthly number of employees (including directors) were:

		2013	2012
	Management	1	1
	Production	24	24
	Administration and sales	13	14
	Research and development	3	3
		41	42
	Their aggregate remuneration comprised:	<u></u>	
		2013	2012
		£'000	£'000
	Wages and salaries	986	975
	Social security costs	98	98
	Other pension costs	186	174
		1,270	1,247
6.	Directors' remuneration		
		2013	2012
		£'000	£'000
	Emoluments	121	90
	Company contributions to money purchase pension scheme	27	19
		148	109
	The number of directors who:		
		2013	2012
		No.	No.
	Are members of a money purchase pension scheme	2	2
		<del></del>	

Two directors are remunerated directly by Bellingham & Stanley Limited.

Four of the directors received remuneration from other Xylem companies where their emoluments are disclosed. No remuneration in respect of their services to the company was charged to the profit and loss account in the current year and it is not practicable to split out the remuneration relating to this company and others in the group.

One director received remuneration from Bellingham & Stanley Limited which was charged to the profit and loss account in the current year and from other Xylem companies where their emoluments are disclosed.

# Notes to the financial statements For the year ended 31 December 2013

# 7. Taxation

The tax charge comprises:

	2013 £'000	2012 £'000
Current tax		110
UK corporation tax	124	118
Adjustment in respect of prior years	<u> </u>	32
Total current tax charge	124	150
Deferred tax		
Origination and reversal of timing differences – current year	(1)	(7)
Origination and reversal of timing differences – prior year		(3)
Deferred tax charge/(credit)	4	(10)
Total charge	128	140
	2013 £'000	2012 £'000
Profit on ordinary activities before tax	542	466
Corporation tax charge at standard UK corporation tax rate of 23.25 % (2012: 24.5%) Effects of:	126	114
Prior Year Adjustments		32
Expenses not deductible for tax purposes	2	5
Additional allowance for R&D expenditure	(5)	(12)
Other Timing Differences	(4)	6
Capital allowances in excess of depreciation and vice versa	5	5
Current tax charge for the year	124	150

# Notes to the financial statements For the year ended 31 December 2013

# 8. Tangible assets

	Motor Vehicles £'000	Plant & machinery £'000	Computer equipment £'000	Fixtures & 1 fittings £'000	Freehold land & buildings £'000	Total £'000
Cost At 1 January 2013	10	1,026	126	104	554	1,820
Additions		· -	12	5	-	17
Disposals	-		(10)	-		(10)
At 31 December 2013	10	1,026	128	109	554	1,827
Depreciation At 1 January 2013 Charge for the year Disposals At 31 December 2013	8 1 9	23	(10)	80 3	369 16	1,479 48 (10) 1,517
Net book value At 31 December 2013	1	98	16	26	169	310
At 31 December 2012	2	121	9	24	185	341

Freehold land and buildings includes cost of land £4k (2012: £4k) not being depreciated.

# Notes to the financial statements For the year ended 31 December 2013

9.	Stock		
		2013	2012
		£'000	£'000
	Raw materials and consumables	16	20
	Work in progress	434	430
	Finished goods	56	72
		506	522
	The directors consider that the replacement value of stock does not materially	differ from the book	value show
10.	Debtors		
		2013	2012
		£'000	£'000
	Amounts falling due within one year:	* 000	æ 000
	Trade debtors	420	522
		5,542	
	Amounts owed by fellow group undertakings		5,067
	Prepayments and accrued income	34	21
	VAT repayable	25	20
	Deferred Tax Asset (see note 13)	30	34
		6,051	5,664
11.	Creditors: amounts falling due within one year  Trade creditors Amounts owed to fellow group undertakings Corporation tax Accruals and deferred income	2013 £'000 143 221 85 120	2012 £'000 145 347 29 123
	No interest was charged in respect of amounts owed to group undertakings.	569	644
12.	Provisions for liabilities		
		2013 £'000	2012 £'000
	Warranty provisions	17	18
		17	18

# Notes to the financial statements For the year ended 31 December 2013

### 13. Deferred taxation

Deferred Taxation Asset:	2013 £'000	2012 £'000	
- Decelerated capital allowances	(30)	(34)	
	(30)	(34)	
The movement on the deferred tax asset is as follows:	2013 £'000	2012 £'000	
At 1 January Charge/(Credit) to profit and loss account	(34)	(24) (10)	
At 31 December	(30)	(34)	

There is no unprovided deferred tax liability at the year end. The deferred tax asset has been recognised in full within debtors since, in the opinion of the directors, the amount is fully recoverable.

# 14. Called-up share capital

	Allotted, called-up and fully-paid 45,745 ordinary shares of £1 each	2013 £'000 46	2012 £'000 46
15.	Profit and loss account		
		2013 £'000	2012 £'000
	At 1 January Profit for the financial year	5,823 414	5,497 326
	At 31 December	6,237	5,823
16.	Reconciliation of movement in shareholder's funds		
		2013 £'000	2012 £'000
	At 1 January Profit for the financial year	5,869 414	5,543 326
	At 31 December	6,283	5,869

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# Notes to the financial statements For the year ended 31 December 2013

#### 17. Financial commitments

#### a) Operating lease commitments

Annual commitments for plant and machinery under non-cancellable operating leases are as follows:

	2013 £'000	2012 £'000
Expiry date		
within one year	12	1
Between one and two years	5	20
Between two and five years	13	12
	30	33

#### b) Bank guarantees

The group participates in a treasury arrangement, which calls for unlimited bank cross-guarantees between certain group companies. The net amount due to the bank at year-end was £nil (2012: £nil).

#### 18. Retirement benefit scheme

The company operates a defined contribution retirement benefit scheme for all qualifying employees. The assets of the scheme are held separately from those of the company in independently administered funds. The total cost charged to income of £186k (2012: £174k) represents contributions payable by the company to the fund.

#### 19. Ultimate parent company and controlling party

As at 31 December 2013 the company is a wholly owned subsidiary of Xylem Water Holdings Limited. The ultimate holding company and controlling party is Xylem Inc.

The largest and smallest group in which these financial statements are consolidated is that of the ultimate holding company, Xylem Inc. The financial statements of that company are available from 1 International Drive, Rye Brook, New York, 10573, USA.

In accordance with the exemption in Financial Reporting Standard 8 par 3(c), related party transactions with other group companies are not disclosed since the consolidated financial statements of the ultimate parent undertaking are available to the public.