## Report of the Directors and

## Audited Financial Statements for the Year Ended 31 December 2013

for

**Policy Network & Communications Limited** 

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## Policy Network & Communications Limited

## Company Information for the Year Ended 31 December 2013

**DIRECTORS:** 

Lord RJ Liddle
MJ Browne
P Diamond
Ms S J M Hitch
J Kronig
Lord G Radice
Dr T Szanyi

Professor L Tsoukalis

S Beer

Lord A Adonis

**REGISTERED OFFICE:** 

8/9 Well Court London EC4M 9DN

**REGISTERED NUMBER:** 

03918992 (England and Wales)

**AUDITORS:** 

Knox Cropper

Chartered Accountants and Statutory Auditors

8/9 Well Court London EC4M 9DN

## Report of the Directors for the Year Ended 31 December 2013

The directors present their report with the financial statements of the company for the year ended 31 December 2013.

#### DIRECTORS

The directors shown below have held office during the whole of the period from 1 January 2013 to the date of this report.

Lord RJ Liddle
MJ Browne
P Diamond
Ms S J M Hitch
J Kronig
Lord G Radice
Dr T Szanyi
Professor L Tsoukalis
S Beer

Other changes in directors holding office are as follows:

L Byrne - resigned 13 March 2013 Ms V Pryce - resigned 13 March 2013 Lord A Adonis - appointed 26 November 2013

### STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Report of the Directors 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 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.

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.

### STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps that he or she ought to have taken as a director in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

# Report of the Directors for the Year Ended 31 December 2013

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

Lord Ra Liddle - Director

9 June 2014

## Report of the Independent Auditors to the Members of Policy Network & Communications Limited

We have audited the financial statements of Policy Network & Communications Limited for the year ended 31 December 2013 on pages six to ten. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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 a Report of the Auditors 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 Statement of Directors' Responsibilities set out on page two, 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 Report of the Directors 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 surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; 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 Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements.

# Report of the Independent Auditors to the Members of Policy Network & Communications Limited

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Directors.

Richard Billinghurst (Senior Statutory Auditor)

for and on behalf of Knox Cropper

Chartered Accountants and Statutory Auditors

8/9 Well Court

London

EC4M 9DN

9 June 2014

# **Income and Expenditure Account for the Year Ended 31 December 2013**

		2013	2012
	Notes	£	£
INCOME		816,926	821,437
Direct costs		138,831	238,205
GROSS SURPLUS		678,095	583,232
Administrative expenses		623,736	566,452
OPERATING SURPLUS and SURPLUS ON ORDINARY ACTIVITY	IES		
BEFORE TAXATION	2	54,359	16,780
Tax on surplus on ordinary activities	3	11,285	3,444
SURPLUS FOR THE FINANCIAL YE	AR	43,074	13,336

The notes on pages 8 to 10 form part of these financial statements

## **Balance Sheet** 31 December 2013

		2013	}	2012	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	4		-		1,093
CURRENT ASSETS					
Debtors	5	-		9,086	
Prepayments and accrued income		13,097		-	
Cash at bank		241,152		168,211	
		254,249		177,297	
CREDITORS		•			
Amounts falling due within one year	6	64,095		31,310	
NET CURRENT ASSETS			190,154		145,987
TOTAL ASSETS LESS CURRENT					
LIABILITIES			190,154		147,080
RESERVES					
Income and expenditure account	7		190,154		147,080
			190,154		147,080

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 9 June 2014 and were signed on its behalf by:

Lord R. Liddle - Director

## Notes to the Financial Statements for the Year Ended 31 December 2013

#### 1. ACCOUNTING POLICIES

#### Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

#### Exemption from preparing a cash flow statement

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

#### Income

Income principally comprises donations received in respect of the year, and the invoiced value of sponsorship and other services supplied by the company, exclusive of Value Added Tax. Any income received under contract is recognised as the costs of fulfilling contractual obligations are incurred.

#### Tangible fixed assets

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

Fixtures & fittings - 25% straight line Office equipment - 33% straight line

Because of the pace of technological development the Directors consider it prudent to write off the cost of computer equipment and software in the year of acquisition.

#### Deferred tax

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

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

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

#### Foreign currencies

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 of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the income and expenditure account on a straight line basis over the period of the lease.

### Pension costs

The company contributes to a group personal pension scheme. The pension charge represents the amounts payable by the company to the scheme in respect of the year.

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# Notes to the Financial Statements - continued for the Year Ended 31 December 2013

2.	OBED ATING CURBILIS		
2.	OPERATING SURPLUS		
	The operating surplus is stated after charging:		
		2013	2012
		£	£
	Depreciation - owned assets	1,093	1,790
	Auditors' remuneration - for		
	audit services	4,920	5,520
	For other services	3,104	1,445
	Pension costs	31,034	26,706 
			<del></del>
	Directors' remuneration and other benefits etc	74,300	116,800
•	TAYAMON .		
3.	TAXATION		
	Analysis of the tax charge		
	The tax charge on the surplus on ordinary activities for the year was as follows:		
		2013	2012
		£	£
	Current tax:		
	UK corporation tax	11,285	3,444
	Tax on surplus on ordinary activities	11,285	3,444
	1 ax on surplus on ordinary activities	====	=====
4.	TANGIBLE FIXED ASSETS		
			Fittings
			and
			equipment £
	COST		T
	At 1 January 2013		
	and 31 December 2013		103,663
	DEPRECIATION		
	At 1 January 2013		102,570
	Charge for year		1,093
	At 21 December 2012		103 663
	At 31 December 2013		103,663
	NET BOOK VALUE		
	At 31 December 2013		-
	•		
	At 31 December 2012		1,093
			<del></del>

# Notes to the Financial Statements - continued for the Year Ended 31 December 2013

5.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2013	2012
		£	£
	Trade debtors	-	625
	Other debtors	-	8,461
		-	9,086
			==
6.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Ů.		2013	2012
		£	£
	Trade creditors	2,761	1,242
	Taxation and social security	29,212	12,866
	Other creditors	32,122	17,202
			<del></del>
		64,095	31,310
7.	RESERVES		
			Income
			and
			expenditure
			account
			£
	At 1 January 2013		147,080
	Surplus for the year		43,074
	At 31 December 2013		190,154