

Cardiff BID Ltd

Company limited by guarantee

Company No. 10338869

Directors' Report and Unaudited Accounts

31 March 2021

Cardiff BID Ltd
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Cardiff BID Ltd
Company Information

Directors

David Brace
Huw Llewellyn
Nicholas Newman
Bruno Nunes
Leanne O'Brien
Kenneth Poole
Anthony Sheeran
Clifford Vanstone
Margaret Waters
James Waugh
Neil Wicks

Registered Office

7 St Andrews Crescent
Cardiff
CF10 3DA

Accountants

Naunton Jones Le Masurier
24 St Andrews Crescent
Cardiff
CF10 3DD

Cardiff BID Ltd
Directors Report

The Directors present their report and the accounts for the year ended 31 March 2021.

Principal activities

The principal activity of the company during the year under review was to support businesses affected to varying degree by enforced closures or limited opening as a result of COVID, to inform, promote and lobby on their behalf. This was done through a series of initiatives and projects, some of which continued but many were new in order to adapt to a rapidly changing demand to circumstances that the virus had placed on us all.

Statement by the directors

As with many businesses the effects of COVID wreaked havoc with planned budgets, income and expenditure in 2020/21 and we were no different. The Board felt that at the start of the year a levy income budget of 50% rather than the normal 96% was realistic given such uncertainty about businesses ability to pay and cashflow situations. This figure has been exceeded and we have also been able to receive grant support through the UK Government's furlough scheme, Welsh Government grant support and have secured more funding than anticipated from Cardiff Council. As per Business Improvement District legislation, Cardiff Council collect the BID levy on our behalf before passing on the monies to our account. The monies received for this year also reflect some anomalies in the accounting entries at Cardiff Council for the BID levy transactions, largely in relation to a bad debt provision which was not correct, and there was an outstanding balance of levy income due to the BID which has been accounted for in this year's accounts. The accounts have been reviewed and revised by Cardiff Council and both parties are confident that no further anomalies in this regard will occur. The directors draw your attention to Note 2 of the accounts, Accounting policies, and the explanation of the measurement of turnover. The company's obligation is to spend the levy income received within the full BID term on projects as outlined in the 5 year business plan and so for that reason, the company turnover for the year equals the company expenses as Cardiff BID Ltd cannot produce a profit. The balance sheet includes monies carried forward to the following year that have been received as income from Cardiff Council during the accounting period but are to be set against future expenditure during the BID term.

Directors

The Directors who served at any time during the year were as follows:

David Brace

Daniel Langford (Resigned 12 January 2021)

Huw Llewellyn

Nicholas Newman

Bruno Nunes

Leanne O'Brien

Simon Phillips (Resigned 11 January 2021)

Kenneth Poole

Ruth Ryder (Resigned 9 December 2020)

Anthony Sheeran

Clifford Vanstone

Margaret Waters

James Waugh

Neil Wicks

Natasha Williams (Resigned 25 November 2020)

Cardiff BID Ltd
Directors Report

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006.

Signed on behalf of the board

A handwritten signature in black ink, appearing to be 'Huw Llewellyn', written over a faint dotted line.

Huw Llewellyn

Director

12 July 2021

Cardiff BID Ltd
Accountants Report ACCA

Report to the Board of Directors of Cardiff BID Ltd on the preparation of the unaudited statutory accounts for the year ended 31 March 2021

In order to assist you to fulfil your duties under the Companies Act 2006 and in accordance with your instructions, we have prepared for your approval the accounts of Cardiff BID Ltd for the year ended 31 March 2021 set out on pages 6 to 12 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at www.accaglobal.com/rulebook.

This report is made solely to the Board of Directors of Cardiff BID Ltd, as a body, in accordance with the terms of our engagement letter dated . Our work has been undertaken solely to prepare for your approval the accounts of Cardiff BID Ltd and state those matters that we have agreed to state to the Board of Directors of Cardiff BID Ltd, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at www.accaglobal.com/factsheet163. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Cardiff BID Ltd and its Board of Directors as a body for our work or for this report.

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

We have not been instructed to carry out an audit or a review of the accounts of Cardiff BID Ltd. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

Naunton Jones Le Masurier
Chartered Certified Accountants
24 St Andrews Crescent
Cardiff
CF10 3DD
12 July 2021

Cardiff BID Ltd
Profit and Loss Account
for the year ended 31 March 2021

	Notes	2021 £	2020 £
Turnover		688,781	1,548,247
Cost of Sales		<u>(744,570)</u>	<u>(1,342,549)</u>
Gross (loss)/profit		(55,789)	205,698
Distribution costs and selling expenses		(33,497)	(15,319)
Administrative expenses		(238,613)	(246,711)
Other operating income		327,899	56,332
Profit on ordinary activities before taxation	3	<u>-</u>	<u>-</u>
Taxation		-	-
Profit for the financial year after taxation		<u><u>-</u></u>	<u><u>-</u></u>

Cardiff BID Ltd

Balance Sheet

at 31 March 2021

Company No. 10338869

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	4	6,456	10,881
		<u>6,456</u>	<u>10,881</u>
Current assets			
Debtors	5	383,179	187,728
Cash at bank and in hand		303,144	86,771
		<u>686,323</u>	<u>274,499</u>
Creditors: Amount falling due within one year	6	(692,779)	(285,380)
Net current liabilities		<u>(6,456)</u>	<u>(10,881)</u>
Total assets less current liabilities		<u>-</u>	<u>-</u>
Net assets		<u>-</u>	<u>-</u>
Total equity		<u>-</u>	<u>-</u>

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime of the Companies Act 2006.

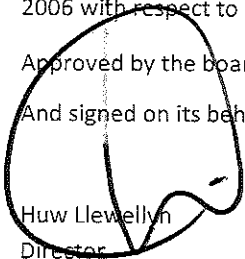
For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 12 July 2021

And signed on its behalf by:


Huw Llewellyn
Director

12 July 2021

Cardiff BID Ltd
Notes to the Accounts

for the year ended 31 March 2021

1 General information

Cardiff BID Ltd is a private company limited by shares and incorporated in England and Wales.

Its registered number is: 10338869

Its registered office is:

7 St Andrews Crescent

Cardiff

CF10 3DA

The functional and presentational currency of the company is Sterling. The accounts are rounded to the nearest pound.

The accounts have been prepared in accordance with FRS 102 Section 1A - The Financial Reporting Standard applicable in the UK and Republic of Ireland (March 2018) and the Companies Act 2006.

2 Accounting policies

Turnover

Turnover is measured at the fair value of the consideration received or receivable. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Revenue from the sale of goods is recognised when all the following conditions are satisfied:

- the Company has transferred to the buyer the significant risks and rewards of ownership of the goods;
- the Company retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the economic benefits associated with the transaction will flow to the Company;
- and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Specifically, revenue from the sale of goods is recognised when goods are delivered and legal title is passed.

Intangible fixed assets

Intangible fixed assets are carried at cost less accumulated amortisation and impairment losses.

Taxation

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

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

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

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply in the period in which the liability is settled or the asset realised, based on tax rates (and tax laws) that have been enacted or substantively enacted by the end of the reporting period.

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

Freehold investment property

Investment properties are revalued annually and any surplus or deficit is dealt with through the profit and loss account.

No depreciation is provided in respect of investment properties.

Investments

Unlisted investments are recognised initially at fair value less attributable transaction costs. Subsequent to initial recognition, any changes in fair value are recognised in profit and loss.

Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Costs, which comprise direct production costs, are based on the method most appropriate to the type of inventory class, but usually on a first-in-first-out basis. Overheads are charged to profit or loss as incurred. Net realisable value is based on the estimated selling price less any estimated completion or selling costs.

When stocks are sold, the carrying amount of those stocks is recognised as an expense in the period in which the related revenue is recognised. The amount of any write-down of stocks to net realisable value and all losses of stocks are recognised as an expense in the period in which the write-down or loss occurs. The amount of any reversal of any write-down of stocks is recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

Work in progress is reflected in the accounts on a contract by contract basis by recording revenue and related costs as contract activity progresses.

Cardiff BID Ltd

Notes to the Accounts

Trade and other debtors

Trade and other debtors are initially recognised at fair value and thereafter stated at amortised cost using the effective interest method, less impairment losses for bad and doubtful debts.

Trade and other creditors

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

Foreign currencies

The functional and presentational currency of the company is Sterling. The accounts are rounded to the nearest pound.

Transactions in currencies, other than the functional currency of the Company, are recorded at the rate of exchange on the date the transaction occurred. Monetary items denominated in other currencies are translated at the rate prevailing at the end of the reporting period. All differences are taken to the profit and loss account. Non-monetary items that are measured at historic cost in a foreign currency are not retranslated.

Leased assets

Where the company enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to the Company are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the Company at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately in profit or loss, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the Company's policy on borrowing costs (see the accounting policy above).

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Defined contribution pensions

The Company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations.

The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

Cardiff BID Ltd
Notes to the Accounts

Provisions

Provisions are made where an event has taken place that gives the Company a legal or constructive obligation that probably requires settlement by a transfer of economic benefit, and a reliable estimate can be made of the amount of the obligation.

Provisions are charged as an expense to the profit and loss account in the year that the Company becomes aware of the obligation, and are measured at the best estimate at balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the balance sheet.

3 Employees

	2021	2020
	Number	Number
The average monthly number of employees (including directors) during the year was:	17	16

4 Tangible fixed assets

	Fixtures, fittings and equipment	Total
	£	£
Cost or revaluation		
At 1 April 2020	23,773	23,773
Additions	583	583
At 31 March 2021	<u>24,356</u>	<u>24,356</u>
Depreciation		
At 1 April 2020	12,892	12,892
Charge for the year	5,008	5,008
At 31 March 2021	<u>17,900</u>	<u>17,900</u>
Net book values		
At 31 March 2021	<u>6,456</u>	<u>6,456</u>
At 31 March 2020	<u>10,881</u>	<u>10,881</u>

5 Debtors

	2021	2020
	£	£
Trade debtors	202,155	36,383
Other debtors	19,928	-
Prepayments and accrued income	161,096	151,345
	<u>383,179</u>	<u>187,728</u>

Cardiff BID Ltd
Notes to the Accounts

6 Creditors:

amounts falling due within one year

	2021	2020
	£	£
Trade creditors	36,268	222,148
Other taxes and social security	66,103	(7,204)
Other creditors	-	5,938
Accruals and deferred income	590,408	64,498
	<u>692,779</u>	<u>285,380</u>

Cardiff BID Ltd
Detailed Profit and Loss Account
for the year ended 31 March 2021

	2021	2020
	£	£
Turnover	688,781	1,548,247
Other direct costs		
Commission payable	40,782	40,700
Other direct costs	703,788	1,301,849
	<u>744,570</u>	<u>1,342,549</u>
Cost of sales	744,570	1,342,549
Gross (loss)/profit	(55,789)	205,698
Selling and marketing expenses		
Other selling and marketing costs		
Advertising and PR	33,497	15,319
	<u>33,497</u>	<u>15,319</u>
Distribution costs and selling expenses	<u>33,497</u>	<u>15,319</u>
Other administrative costs		
Employee costs		
Salaries/wages	120,301	105,012
Employer's NIC	28	-
Pension costs	8,604	7,296
Staff recruitment	-	4,200
Staff training	280	2,293
Staff welfare	1,088	869
	<u>130,301</u>	<u>119,670</u>
Motor and travel costs		
Travel and subsistence	379	6,363
	<u>379</u>	<u>6,363</u>
Premises costs		
Rent	47,391	41,266
Premises cleaning	3,056	2,826
Premises repairs and maintenance	3,714	6,563
	<u>54,161</u>	<u>50,655</u>
General administrative costs, including depreciation and amortisation		
Depreciation of fixtures, fittings and equipment	5,008	8,373
Bank charges	257	197
Software, IT support and related costs	7,439	7,410
Stationery, printing and other office costs	5,009	26,683
Subscriptions	10,036	12,878
Sundry expenses	7,943	188
	<u>35,692</u>	<u>55,729</u>

Cardiff BID Ltd

Detailed Profit and Loss Account

Legal and professional costs		
Accountancy and bookkeeping	6,890	5,080
Consultancy fees	1,190	-
Other legal and professional costs	10,000	9,214
	<u>18,080</u>	<u>14,294</u>
Administrative expenses	238,613	246,711
Other Income	63,370	56,332
Covid-19 grants	134,855	-
CJRS grants	129,674	-
	<u>327,899</u>	<u>56,332</u>
Profit on ordinary activities before taxation	<u>-</u>	<u>-</u>