

Registration number: 02200765

ABBAY BUSINESS EQUIPMENT LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2016



ABBHEY BUSINESS EQUIPMENT LIMITED

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ABBHEY BUSINESS EQUIPMENT LIMITED

COMPANY INFORMATION

Directors	D Giles S Layer D Stevenson M Stradling T Harris R Hastings
Company secretary	D Stevenson
Registered office	Units 23 & 24 Neptune Business Centre Tewkesbury Road Cheltenham Gloucestershire GL51 9FB
Auditors	Hazlewoods LLP Windsor House Cheltenham GL50 3AT

ABBHEY BUSINESS EQUIPMENT LIMITED

DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2016

The directors present their report and the financial statements for the year ended 31 December 2016.

Directors of the company

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

D Giles

S Layer

D Stevenson

M Stradling

T Harris

R Hastings

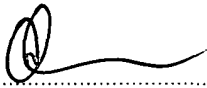
Disclosure of information to the auditors

Each director has taken the steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information. The directors confirm that there is no relevant information that they know of and of which they know the auditors are unaware.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board on 27/6/17 and signed on its behalf by:



.....
R Hastings
Director

ABBAY BUSINESS EQUIPMENT LIMITED

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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.

ABBEY BUSINESS EQUIPMENT LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ABBEY BUSINESS EQUIPMENT LIMITED

We have audited the financial statements of Abbey Business Equipment Limited for the year ended 31 December 2016, set out on pages 6 to 15. 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 FRS 102 Section 1A.

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 Statement of Directors' Responsibilities (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 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 (APB's) Ethical Standards for Auditors to the financial statements.

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 Directors' 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 the 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 2016 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and 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 Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

- the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

In our opinion the information given in the Directors' Report for the financial period for which the financial statements are prepared is consistent with the financial statements.

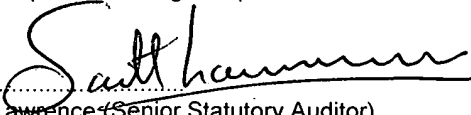
ABBEY BUSINESS EQUIPMENT LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ABBEY BUSINESS EQUIPMENT 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 and the Directors' Report in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report.



Scott Lawrence (Senior Statutory Auditor)

For and on behalf of Hazlewoods LLP, Statutory Auditor

Windsor House

Cheltenham

GL50 3AT

Date: 28/6/17

ABBHEY BUSINESS EQUIPMENT LIMITED

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2016

	Note	2016 £	2015 £
Turnover		12,919,278	9,406,495
Cost of sales		<u>(10,864,769)</u>	<u>(7,846,087)</u>
Gross profit		2,054,509	1,560,408
Administrative expenses		<u>(838,443)</u>	<u>(608,658)</u>
Operating profit	3	<u>1,216,066</u>	<u>951,750</u>
Interest receivable and similar income		95	621
Interest payable and similar charges		<u>(45,307)</u>	<u>(24,669)</u>
		<u>(45,212)</u>	<u>(24,048)</u>
Profit before tax		1,170,854	927,702
Taxation	5	<u>(245,227)</u>	<u>(206,958)</u>
Profit for the financial year		<u>925,627</u>	<u>720,744</u>
Total comprehensive income for the year		<u><u>925,627</u></u>	<u><u>720,744</u></u>

The notes on pages 9 to 15 form an integral part of these financial statements.


ABBEY BUSINESS EQUIPMENT LIMITED

**(REGISTRATION NUMBER: 02200765)
BALANCE SHEET AS AT 31 DECEMBER 2016**

	Note	2016 £	2015 £
Fixed assets			
Intangible assets	6	5,100	7,000
Tangible assets	7	113,994	130,775
Investments	8	200	200
		<u>119,294</u>	<u>137,975</u>
Current assets			
Stocks		358,447	231,025
Debtors	9	3,727,031	3,024,187
Cash at bank and in hand		400,302	38,301
		4,485,780	3,293,513
Creditors: Amounts falling due within one year	11	<u>(3,541,648)</u>	<u>(2,035,927)</u>
Net current assets		<u>944,132</u>	<u>1,257,586</u>
Total assets less current liabilities		1,063,426	1,395,561
Creditors: Amounts falling due after more than one year	11	<u>(20,309)</u>	<u>(83,875)</u>
Net assets		<u>1,043,117</u>	<u>1,311,686</u>
Capital and reserves			
Called up share capital	13	1,000	1,000
Retained earnings		<u>1,042,117</u>	<u>1,310,686</u>
Total equity		<u>1,043,117</u>	<u>1,311,686</u>

These accounts have been prepared in accordance with the provisions applicable to companies' subject to the small companies' regime of the Companies Act 2006 and in accordance with FRS 102 Section 1A Small Entities.

Approved and authorised by the Board on 27/6/17 and signed on its behalf by:



R Hastings
Director

The notes on pages 9 to 15 form an integral part of these financial statements.

ABBNEY BUSINESS EQUIPMENT LIMITED

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 DECEMBER 2016

	Share capital £	Profit and loss account £	Total £
At 1 January 2015	1,000	858,883	859,883
Total comprehensive income	-	720,744	720,744
Dividends	-	(268,941)	(268,941)
At 31 December 2015	<u>1,000</u>	<u>1,310,686</u>	<u>1,311,686</u>

	Share capital £	Profit and loss account £	Total £
At 1 January 2016	1,000	1,310,686	1,311,686
Total comprehensive income	-	925,627	925,627
Dividends	-	(1,194,196)	(1,194,196)
At 31 December 2016	<u>1,000</u>	<u>1,042,117</u>	<u>1,043,117</u>

The notes on pages 9 to 15 form an integral part of these financial statements.

ABBEY BUSINESS EQUIPMENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

1 General information

The company is a private company limited by share capital incorporated in England and Wales.

The address of its registered office is:
Units 23 & 24 Neptune Business Centre
Tewkesbury Road
Cheltenham
Gloucestershire
GL51 9FB

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' effective January 2016 and has taken advantage of the small company exemptions to produce reduced disclosure accounts under Section 1A.

Basis of preparation

These financial statements have been prepared using the historical cost convention except for, where disclosed in these accounting policies, certain items that are shown at fair value.

The company has taken advantage of the following exemptions under FRS 102 1A:

- Preparation of consolidated financial statements
- Presentation of a cash flow

Judgements

These financial statements do not contain any significant judgements or estimation uncertainty.

Revenue recognition

Turnover comprises the fair value of the consideration received or receivable for the sale of goods and provision of services in the ordinary course of the company's activities. Turnover is shown net of sales/value added tax, returns, rebates and discounts and after eliminating sales within the company.

The company recognises revenue when:

- The amount of revenue can be reliably measured;
- it is probable that future economic benefits will flow to the entity;
- and specific criteria have been met for each of the company's activities.

Tax

Tax is recognised in profit or loss, except that a change attributable to an item of income or expense recognised as other comprehensive income is also recognised directly in other comprehensive income.

The current income tax charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the reporting date in the countries where the company operates and generates taxable income.

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

ABBAY BUSINESS EQUIPMENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

Tangible assets

Tangible assets is stated in the balance sheet at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Improvements to property	20% on reducing balance
Office/Computer equipment	20% on reducing balance
Motor vehicles	20% on reducing balance

Goodwill

Goodwill, being the amount paid in connection with the acquisition of a business in 2009, is being amortised on a reducing balance basis at 20%.

Cash and cash equivalents

Cash and cash equivalents comprise cash in hand and at bank and an invoice discounting facility.

Trade debtors

Trade debtors are amounts due from customers for goods sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and all are repayable within one year and hence are included at the undiscounted amount of cash expected to be paid.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Profit and Loss Account over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the company has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

ABBAY BUSINESS EQUIPMENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

Share capital

Ordinary shares are classified as equity. Equity instruments are measured at the fair value of the cash or other resources received or receivable, net of the direct costs of issuing the equity instruments. If payment is deferred and the time value of money is material, the initial measurement is on a present value basis.

Dividends

Dividend distribution to the company's shareholders is recognised as a liability in the financial statements in the reporting period in which the dividends are declared.

Defined contribution pension obligation

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial instruments are classified and accounted for according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities. Where shares are issued, any component that creates a financial liability of the company is presented as a liability on the balance sheet. The corresponding dividends relating to the liability component are charged as interest expenses in the profit and loss account.

Recognition and measurement

Regular purchases and sales of financial assets are recognised on the trade-date – the date on which the Company commits to purchase or sell the asset. Financial assets are derecognised when the rights to receive cash flows from the investments have expired or have been transferred and the Company has transferred substantially all risks and rewards of ownership.

Basic financial liabilities, including trade and other payables are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest.

Impairment

The company assesses at the end of each reporting period whether there is objective evidence that a financial asset or group of financial assets is impaired. A financial asset or a group of financial assets is impaired and impairment losses are incurred only if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a 'loss event') and that loss event (or events) has an impact on the estimated future cash flows of the financial asset or group of financial assets that can be reliably estimated.

Evidence of impairment may include indications that the debtors or a group of debtors is experiencing significant financial difficulty, default or delinquency in interest or principal payments, the probability that they will enter bankruptcy or other financial reorganisation, and where observable data indicate that there is a measurable decrease in the estimated future cash flows, such as changes in arrears or economic conditions that correlate with defaults.

ABBNEY BUSINESS EQUIPMENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

For loans and receivables category, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced and the amount of the loss is recognised in the profit and loss account.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised (such as an improvement in the debtor's credit rating), the reversal of the previously recognised impairment loss is recognised in the profit and loss account.

3 Operating profit

Arrived at after charging

	2016 £	2015 £
Depreciation of owned assets	26,314	33,284
Goodwill amortisation	1,900	1,750
Operating lease expense - property	181,932	171,020
Operating lease expense - other	154,279	121,631
Auditor's remuneration	8,200	8,000

4 Staff costs

The average number of persons employed by the company (including directors) during the year, analysed by category was as follows:

	2016 No.	2015 No.
Production	15	17
Administration and support	14	10
Sales, marketing and distribution	27	25

5 Taxation

Tax charged in the profit and loss account

	2016 £	2015 £
Current taxation		
UK corporation tax	240,730	206,958
UK corporation tax adjustment to prior periods	4,497	-

ABBEY BUSINESS EQUIPMENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

6 Intangible assets

	Goodwill £
Cost or valuation	
At 1 January 2016 and at 31 December 2016	<u>25,000</u>
Amortisation	
At 1 January 2016	18,000
Amortisation charge	<u>1,900</u>
At 31 December 2016	<u>19,900</u>
Carrying amount	
At 31 December 2016	<u>5,100</u>
At 31 December 2015	<u>7,000</u>

7 Tangible assets

	Improvements to property £	Office/ Computer equipment £	Motor vehicles £	Total £
Cost or valuation				
At 1 January 2016	297,502	162,371	25,817	485,690
Additions	<u>-</u>	<u>-</u>	<u>9,533</u>	<u>9,533</u>
At 31 December 2016	<u>297,502</u>	<u>162,371</u>	<u>35,350</u>	<u>495,223</u>
Depreciation				
At 1 January 2016	199,058	140,123	15,734	354,915
Charge for the year	<u>19,689</u>	<u>4,450</u>	<u>2,175</u>	<u>26,314</u>
At 31 December 2016	<u>218,747</u>	<u>144,573</u>	<u>17,909</u>	<u>381,229</u>
Carrying amount				
At 31 December 2016	<u>78,755</u>	<u>17,798</u>	<u>17,441</u>	<u>113,994</u>
At 31 December 2015	<u>98,444</u>	<u>22,248</u>	<u>10,083</u>	<u>130,775</u>

8 Investments in subsidiaries

	2016 £	2015 £
Investment in Abbey Finance Limited	100	100
Investment in Abbey Copier Engineering Services Limited	<u>100</u>	<u>100</u>
	<u>200</u>	<u>200</u>

The company holds 100% of the voting rights in the ordinary share capital of Abbey Finance Limited and Abbey Copier Engineering Services Limited, which are dormant companies incorporated in England and Wales.

ABBEY BUSINESS EQUIPMENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

9 Debtors

	2016 £	2015 £
Trade debtors	2,675,118	1,561,933
Amounts owed by group undertaking	959,657	1,398,474
Other debtors	1,000	1,000
Prepayments	91,256	62,780
	<u>3,727,031</u>	<u>3,024,187</u>

10 Obligations under leases and hire purchase contracts

Operating leases

The total of future minimum lease payments is as follows:

	2016 £	2015 £
Not later than one year	176,260	131,337
Later than one year and not later than five years	333,571	358,129
	<u>509,831</u>	<u>489,466</u>

11 Creditors

	Note	2016 £	2015 £
Due within one year			
Loans and borrowings	12	-	180,828
Trade creditors		2,800,730	1,258,872
Social security and other taxes		294,137	199,724
Outstanding defined contribution pension costs		3,668	2,779
Other creditors		270,889	124,266
Income tax liability	5	109,724	206,958
Deferred income		62,500	62,500
		<u>3,541,648</u>	<u>2,035,927</u>
Due after one year			
Deferred income		<u>20,309</u>	<u>83,875</u>

12 Loans and borrowings

	2016 £	2015 £
Current loans and borrowings		
Factoring creditor	<u>-</u>	<u>180,828</u>

In respect of the factoring creditor, there is a floating charge over the assets of the company.

ABBEEY BUSINESS EQUIPMENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

13 Share capital

Allotted, called up and fully paid shares

	2016		2015	
	No.	£	No.	£
Ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>

14 Related party transactions

The Abbey Business Retirement Benefit Scheme

(A Company with directors in common)

Mr. D. Stevenson, Mr. M. Stradling and Mr. S. Layer, who are directors of the Company, are also trustees and beneficiaries of 'the Scheme'. The Scheme charged rent of £90,000 (2015 - £70,000) to the Company in respect of the premises owned by the Scheme and used by the Company as office premises. At the balance sheet date the company owed £1,850 (2015 - £nil).

15 Parent and ultimate parent undertaking

The company's ultimate and immediate parent is Abbey Business Equipment Holdings Limited, incorporated in England.