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Company Registration No. SC210956 (Scotland)

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**DUNBARTONSHIRE CHAMBER OF COMMERCE
ANNUAL REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2018**

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**DUNBARTONSHIRE CHAMBER OF COMMERCE
ANNUAL REPORT AND UNAUDITED ACCOUNTS
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**DUNBARTONSHIRE CHAMBER OF COMMERCE
COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2018**

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Directors

N Allan
E Archer
P Briscoe
J Rennie
D Scott
R Sim

Company Number

SC210956 (Scotland)

Registered Office

Whitecrook Business Centre
78 Whitecrook Street
Clydebank
Dunbartonshire
G81 1QF

Accountants

Assenti & Noble Ltd
18 Mosshed Road
Bearsden
Glasgow
G61 3HN

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**DUNBARTONSHIRE CHAMBER OF COMMERCE
(COMPANY NO: SC210956 SCOTLAND)
DIRECTORS' REPORT**

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The directors present their report and accounts for the year ended 31 March 2018.

Directors

The following directors held office during the whole of the period:

N Allan
E Archer
P Briscoe
J Rennie
D Scott

R Sim was appointed on 13 September 2017.

H Henretty resigned on 13 September 2017.

Statement of directors' responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts 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 accounts 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 accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts 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 accounts 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.

Small company provisions

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

Signed on behalf of the board of directors

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Approved by the board on:

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**DUNBARTONSHIRE CHAMBER OF COMMERCE
INCOME STATEMENT
FOR THE YEAR ENDED 31 MARCH 2018**

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	2018	2017
	£	£
Turnover	34,984	51,402
Cost of sales	(9,368)	(13,329)
Gross surplus	<u>25,616</u>	<u>38,073</u>
Administrative expenses	(25,864)	(25,917)
Operating (loss)/surplus	<u>(248)</u>	<u>12,156</u>
(Loss)/surplus on ordinary activities before taxation	<u>(248)</u>	<u>12,156</u>
Tax on (loss)/surplus on ordinary activities	-	-
(Loss)/surplus for the financial year	<u><u>(248)</u></u>	<u><u>12,156</u></u>

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DUNBARTONSHIRE CHAMBER OF COMMERCE
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2018

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	Notes	2018 £	2017 £
Fixed assets			
Tangible assets	4	348	427
Current assets			
Debtors	5	21,747	27,251
Cash at bank and in hand		10,322	18,041
		<u>32,069</u>	<u>45,292</u>
Creditors: amounts falling due within one year	6	(14,784)	(27,838)
Net current assets		<u>17,285</u>	<u>17,454</u>
Net assets		<u>17,633</u>	<u>17,881</u>
Reserves	7		
Profit and loss account		<u>17,633</u>	<u>17,881</u>
Members' funds		<u>17,633</u>	<u>17,881</u>

For the year ending 31 March 2018 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 Act with respect to accounting records and the preparation of accounts.

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

Approved by the Board on .

Director

Company Registration No. SC210956

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**DUNBARTONSHIRE CHAMBER OF COMMERCE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2018**

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1 Statutory information

Dunbartonshire Chamber of Commerce is a private company, limited by guarantee, registered in Scotland, registration number SC210956. The registered office is Whitecrook Business Centre, 78 Whitecrook Street, Clydebank, Dunbartonshire, G81 1QF.

2 Compliance with accounting standards

The accounts have been prepared in accordance with the provisions of FRS 102 Section 1A Small Entities. There were no material departures from that standard.

3 Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.

Basis of preparation

The accounts have been prepared under the historical cost convention.

Presentation currency

The accounts are presented in £ sterling.

Turnover

Turnover represents goods and services supplied to members, excluding value added tax.

Tangible fixed assets and depreciation

Tangible assets are included at cost less depreciation and impairment. Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives:

Fixtures & fittings	20% reducing balance
Computer equipment	20% reducing balance

4 Tangible fixed assets

	Fixtures & fittings	Computer equipment	Total
	£	£	£
Cost or valuation			
At 1 April 2017	At cost 1,315	At cost 350	1,665
At 31 March 2018	1,315	350	1,665
Depreciation			
At 1 April 2017	1,238	-	1,238
Charge for the year	9	70	79
At 31 March 2018	1,247	70	1,317
Net book value			
At 31 March 2018	68	280	348
At 31 March 2017	77	350	427

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**DUNBARTONSHIRE CHAMBER OF COMMERCE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2018**

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5 Debtors	2018	2017
	£	£
Trade debtors	21,747	26,251
Accrued income and prepayments	-	1,000
	<u>21,747</u>	<u>27,251</u>

6 Creditors: amounts falling due within one year	2018	2017
	£	£
Trade creditors	1,937	14,014
Taxes and social security	2,415	2,550
Other creditors	5,932	6,011
Accruals	4,500	5,263
	<u>14,784</u>	<u>27,838</u>

7 Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

8 Average number of employees

During the year the average number of employees was 0 (2017: 0).

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**DUNBARTONSHIRE CHAMBER OF COMMERCE
DETAILED PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2018**

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	2018 £	2017 £
Turnover		
Sales	34,984	51,402
Cost of sales		
Purchases	1,100	1,376
Subcontractor costs	5,054	6,900
Other direct costs	3,214	5,053
	9,368	13,329
Gross profit	25,616	38,073
Administrative expenses		
Travel and subsistence	-	658
Rent	369	894
Rates	257	-
Service charges	255	-
Light and heat	(76)	290
Telephone and fax	31	235
Postage	25	-
Subscriptions	100	150
Bank charges	472	542
Insurance	255	596
Depreciation	79	33
Bad debts	3,232	6,398
Donations	460	480
Accountancy fees	1,750	2,176
Consultancy fees	525	-
Advertising and PR	155	625
Other legal and professional	17,975	12,840
	25,864	25,917
Operating (loss)/profit	(248)	12,156
(Loss)/profit on ordinary activities before taxation	(248)	12,156

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DCC Office

From: Craig Noble <craig@noble-ca.com>
Sent: 08 October 2018 16:24
To: officemanager@dunbartonshirechamber.co.uk
Subject: Draft figures
Attachments: DCC trial balance 31Mar18.xlsx

Importance: High

Hi Russell

There has been a bit of head scratching to work around the transition from sage to kashflow, but I think I am there now!

Please see attached an extended trial balance, where I've started with the 31/3/18 figures per kashflow, then apply a number of adjustments:

- to reconcile to the opening position per previous year's accounts
- treated the bad debts processed in 2018/19 (£5932.59) as being in 2017/18
- tidy up the VAT balances

After applying these adjustments, there is a loss for the year of £249.

I shall start preparing the draft accounts for your review, but in the meantime please come back with any questions or comments on these raw figures.

Regards,
Craig.

Craig Noble CA
Director,
Assenti & Noble Ltd
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