

Islands' Tourism and Business Partnership Limited

**Annual Report and Unaudited Financial Statements
Year Ended 31 March 2020**

Registration number: 08047403

Islands' Tourism and Business Partnership Limited

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Islands' Tourism and Business Partnership Limited

Company Information

| | |
|--------------------------|---|
| Chairman | A Sells |
| Directors | J Peacock S Schraudolph A E Rodger R D Francis J D May L Humphries S D Sandercock N Halliday |
| Registered office | 14 High Cross Truro Cornwall TR1 2AJ |
| Bankers | Barclays 20 Lemon Street Truro Cornwall TR1 2NB |
| Accountants | Francis Clark LLP Lowin House Tregolls Road Truro Cornwall TR1 2NA |

Islands' Tourism and Business Partnership Limited

Directors' Report

Year Ended 31 March 2020

The directors present their report and the financial statements for the year ended 31 March 2020.

Directors of the company

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

J Peacock

S Schraudolph

A E Rodger

R D Francis

J D May

L Humphries

P Callan (resigned 31 July 2019)

S D Sandercock (appointed 4 June 2019)

N Halliday (appointed 1 August 2019)

Principal activity

The principal activity of the company is to coordinate the management, improvement and marketing of the Isles of Scilly as a visitor destination

Small companies provision statement

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

Approved by the Board on and signed on its behalf by:

.....
R D Francis
Director

.....
A Sells
Chairman

Islands' Tourism and Business Partnership Limited

Statement of Income and Retained Earnings

Year Ended 31 March 2020

| | 2020 | 2019 |
|--|----------------------|----------------------|
| | £ | £ |
| Turnover | 493,323 | 537,190 |
| Cost of sales | <u>(276,892)</u> | <u>(327,915)</u> |
| Gross profit | 216,431 | 209,275 |
| Administrative expenses | (213,200) | (226,005) |
| Other operating income | <u>5,730</u> | <u>15,069</u> |
| Operating profit/(loss) | 8,961 | (1,661) |
| Other interest receivable and similar income | <u>190</u> | <u>211</u> |
| Profit/(loss) before tax | <u>9,151</u> | <u>(1,450)</u> |
| Profit/(loss) for the financial year | 9,151 | (1,450) |
| Retained earnings brought forward | <u>23,683</u> | <u>25,133</u> |
| Retained earnings carried forward | <u><u>32,834</u></u> | <u><u>23,683</u></u> |

The notes on pages 6 to 10 form an integral part of these financial statements.

Islands' Tourism and Business Partnership Limited

Balance Sheet

31 March 2020

| | Note | 2020 £ | 2019 £ |
|--|------|-----------------|-----------------|
| Fixed assets | | | |
| Tangible assets | 4 | 2,270 | 7,623 |
| Current assets | | | |
| Stocks | | 7,854 | 2,667 |
| Debtors | 5 | 73,398 | 64,079 |
| Cash at bank and in hand | | 10,251 | 57,244 |
| | | <u>91,503</u> | <u>123,990</u> |
| Creditors: Amounts falling due within one year | 6 | <u>(56,440)</u> | <u>(98,932)</u> |
| Net current assets | | <u>35,063</u> | <u>25,058</u> |
| Total assets less current liabilities | | 37,333 | 32,681 |
| Creditors: Amounts falling due after more than one year | 6 | <u>(4,499)</u> | <u>(8,998)</u> |
| Net assets | | <u>32,834</u> | <u>23,683</u> |
| Capital and reserves | | | |
| Profit and loss account | | <u>32,834</u> | <u>23,683</u> |
| Total equity | | <u>32,834</u> | <u>23,683</u> |

The notes on pages 6 to 10 form an integral part of these financial statements.

Islands' Tourism and Business Partnership Limited

Balance Sheet

31 March 2020

For the financial year ending 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared and delivered in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised by the Board on and signed on its behalf by:

.....
R D Francis
Director

.....
A Sells
Chairman

Company Registration Number: 08047403

Islands' Tourism and Business Partnership Limited

Notes to the Financial Statements

Year Ended 31 March 2020

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:

14 High Cross

Truro

Cornwall

TR1 2AJ

The principal place of business is:

Steamship House

Hugh Street

St Mary's

Isles of Scilly

Cornwall

TR21 0LL

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

These financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

Basis of preparation

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

Revenue recognition

Turnover represents annual subscriptions receivable from members, income from sale of advertising and other ancillary income. Turnover is stated net of value added tax.

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.

Government grants

Government grants in respect of capital expenditure are credited to a deferred income account and are released to profit over the expected useful lives of the relevant assets by equal annual instalments. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate.

Islands' Tourism and Business Partnership Limited

Notes to the Financial Statements

Year Ended 31 March 2020

Tangible assets

Tangible assets are 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 |
|--------------------------------|-------------------------------------|
| Office furniture and equipment | 25% straight line |
| Plant and equipment | 25% straight line |

Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first-in, first-out (FIFO) method.

The cost of finished goods and work in progress comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. At each reporting date, stocks are assessed for impairment. If stocks are impaired, the carrying amount is reduced to its selling price less costs to complete and sell; the impairment loss is recognised immediately in profit or loss.

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.

Islands' Tourism and Business Partnership Limited

Notes to the Financial Statements

Year Ended 31 March 2020

Financial instruments

Classification

The company holds the following financial instruments:

- Short term trade and other debtors and creditors; and
- Cash and bank balances.

All financial instruments are classified as basic.

Recognition and measurement

The company has chosen to apply the recognition and measurement principles in FRS102.

Financial instruments are recognised when the company becomes party to the contractual provisions of the instrument and derecognised when in the case of assets, the contractual rights to cash flows from the assets expire or substantially all the risks and rewards of ownership are transferred to another party, or in the case of liabilities, when the company's obligations are discharged, expire or are cancelled.

Such instruments are initially measured at transaction price, including transaction costs, and are subsequently carried at the undiscounted amount of the cash or other consideration expected to be paid or received, after taking account of impairment adjustments.

Islands' Tourism and Business Partnership Limited

Notes to the Financial Statements

Year Ended 31 March 2020

3 Staff numbers

The average number of persons employed by the company (including directors) during the year, was 7 (2019 - 6).

4 Tangible assets

| | Furniture, fittings and equipment £ | Other property, plant and equipment £ | Total £ |
|--------------------------|--|---|---------------|
| Cost or valuation | | | |
| At 1 April 2019 | 9,946 | 32,964 | 42,910 |
| Additions | 2,850 | - | 2,850 |
| At 31 March 2020 | <u>12,796</u> | <u>32,964</u> | <u>45,760</u> |
| Depreciation | | | |
| At 1 April 2019 | 9,451 | 25,836 | 35,287 |
| Charge for the year | 1,075 | 7,128 | 8,203 |
| At 31 March 2020 | <u>10,526</u> | <u>32,964</u> | <u>43,490</u> |
| Carrying amount | | | |
| At 31 March 2020 | <u>2,270</u> | - | <u>2,270</u> |
| At 31 March 2019 | <u>495</u> | <u>7,128</u> | <u>7,623</u> |

5 Debtors

| | 2020 £ | 2019 £ |
|---------------|---------------|---------------|
| Trade debtors | 57,058 | 48,954 |
| Other debtors | - | 2,716 |
| Prepayments | 16,340 | 12,409 |
| | <u>73,398</u> | <u>64,079</u> |

Islands' Tourism and Business Partnership Limited

Notes to the Financial Statements

Year Ended 31 March 2020

6 Creditors

Creditors: amounts falling due within one year

| | 2020 £ | 2019 £ |
|--|---------------|---------------|
| Due within one year | | |
| Trade creditors | 46,306 | 6,742 |
| Social security and other taxes | 3,580 | - |
| Outstanding defined contribution pension costs | 786 | 213 |
| Other creditors | 1,478 | 2,042 |
| Accrued expenses | 4,168 | 21,442 |
| Deferred income | 122 | 68,493 |
| | <u>56,440</u> | <u>98,932</u> |

Creditors: amounts falling due after more than one year

| | 2020 £ | 2019 £ |
|---------------------------|--------------|--------------|
| Due after one year | | |
| Deferred income | <u>4,499</u> | <u>8,998</u> |

7 Share capital

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members are liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

Islands' Tourism and Business Partnership Limited

Detailed Profit and Loss

Year Ended 31 March 2020

| | 2020 | 2019 |
|---|---------------------|-----------------------|
| | £ | £ |
| Turnover | | |
| Members' subscriptions | 166,639 | 153,413 |
| Advertising and marketing contributions | 127,965 | 179,348 |
| Receipts from visitors | 81,269 | 74,847 |
| Contributions to salaries | 10,000 | 10,000 |
| Retail sales | 27,458 | 28,499 |
| Arts Council income | 54,992 | 66,083 |
| Other income | 25,000 | 25,000 |
| | <u>493,323</u> | <u>537,190</u> |
| Cost of sales | | |
| Opening stock | (2,667) | (3,463) |
| Purchases | (14,201) | (14,698) |
| Advertising and marketing expenses | (199,093) | (237,736) |
| Visitors' activities | (7,100) | (9,784) |
| Cultural Destinations | (61,685) | (64,901) |
| Closing stock | 7,854 | 2,667 |
| | <u>(276,892)</u> | <u>(327,915)</u> |
| Gross profit | 216,431 | 209,275 |
| Gross profit (%) | 43.87% | 38.96% |
| Administrative expenses | | |
| Administrative expenses | (213,200) | (226,005) |
| Other operating income | | |
| Other operating income | <u>5,730</u> | <u>15,069</u> |
| Operating profit/(loss) | 8,961 | (1,661) |
| Other interest receivable and similar income | | |
| Interest income on bank deposits | <u>190</u> | <u>211</u> |
| Profit/(loss) before tax | <u><u>9,151</u></u> | <u><u>(1,450)</u></u> |

Islands' Tourism and Business Partnership Limited

Detailed Profit and Loss

Year Ended 31 March 2020

| | 2020 | 2019 |
|---|----------------|----------------|
| | £ | £ |
| Administration costs | | |
| Wages and salaries | 161,380 | 181,465 |
| Staff pensions (Defined contribution) | 3,435 | 1,396 |
| Staff training | 716 | 504 |
| Rent | 4,299 | 4,299 |
| Insurance | 2,631 | 2,570 |
| Repairs and maintenance | 176 | 37 |
| Telephone and fax | 1,939 | 2,394 |
| Printing, postage and stationery | 5,186 | 3,580 |
| Sundry expenses | 3,047 | 3,782 |
| Travel and subsistence | 9,591 | 8,013 |
| Accountancy | 2,775 | 2,625 |
| Legal and professional | 5,287 | 4,027 |
| Bad debts written off | 1,968 | - |
| Bank charges | 1,527 | 916 |
| Credit card charges | 1,040 | 1,613 |
| Depreciation of plant and machinery (owned) | 7,128 | 8,245 |
| Depreciation of office equipment (owned) | 1,075 | 539 |
| | <u>213,200</u> | <u>226,005</u> |

Chartered Accountants' Report to the Board of Directors on the Preparation of the Unaudited Statutory Accounts of Islands' Tourism and Business Partnership Limited

Year Ended 31 March 2020

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Islands' Tourism and Business Partnership Limited for the year ended 31 March 2020 as set out on pages 3 to 10 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance/>.

This report is made solely to the Board of Directors of Islands' Tourism and Business Partnership Limited, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of Islands' Tourism and Business Partnership Limited and state those matters that we have agreed to state to the Board of Directors of Islands' Tourism and Business Partnership Limited, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Islands' Tourism and Business Partnership Limited and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Islands' Tourism and Business Partnership Limited has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Islands' Tourism and Business Partnership Limited. You consider that Islands' Tourism and Business Partnership Limited 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 Islands' Tourism and Business Partnership Limited. 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.

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Francis Clark LLP
Lowin House
Tregolls Road
Truro
Cornwall
TR1 2NA

Date:.....