

The Chartered Institute of
Payroll Professionals

Report of the Directors and Consolidated Financial Statements for the Year Ended 30 June 2020

Haines Watts
Chartered Accountants and Statutory Auditors
Sterling House
97 Lichfield Street
Tamworth
Staffordshire
B79 7QF

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**The Chartered Institute of Payroll
Professionals**

**Company Information
for the Year Ended 30 June 2020**

DIRECTORS:

K Pullar
J Davenport
C Vidgeon
S Hall
L Lay
D Hoodless
K Sharpe
C Warrington
C Pearson

SECRETARY:

C Vidgeon

REGISTERED OFFICE:

Goldfinger House
245 Cranmore Boulevard
Shirley
Solihull
West Midlands
B90 4ZL

REGISTERED NUMBER:

RC000847 (England and Wales)

AUDITORS:

Haines Watts
Chartered Accountants and Statutory Auditors
Sterling House
97 Lichfield Street
Tamworth
Staffordshire
B79 7QF

**Chief Executive Officer's Statement
for the Year Ended 30 June 2020**

The Chief Executive Officer presents his statement for the period:

I am pleased to report this has once again been a very successful year for the CIPP, both operationally and financially. Our core activities of training, qualifications and membership have, once again, proved to be particularly busy, and I am pleased to announce a surplus for a fourth successive year since taking up the role of CEO in October 2016.

This is particularly pleasing in what was a very difficult last quarter as the severe impact of the Covid-19 pandemic swept the globe. The member benefits of your Chartered Body came very much into play during this last quarter of the financial year. The CIPP worked closely with Government bodies as the impacts of legislation around the Coronavirus Job Retention Scheme and changes to Statutory Sick Pay were realised, to name but two examples. With this collaboration we were able to successfully accommodate the thousands of calls made by our members to our advisory line.

The events and long-term implications of Covid-19 and anticipated impact on the business is very much at the forefront of our planning and thinking as we embark on the 2020/21 financial year. The move to online for training and qualification has put us in a very good position for continuing to support our membership base. Other actions will be reviewing and monitoring our cost base, maximising income opportunities, careful monitoring of cashflow, preparation, revision and review of forecasts and actuals and at the time of writing (October 2020) the Institute is in a very healthy position for 2020/21.

It is still pleasing to report that the CIPP has continued to receive a host of accreditations during 2019/20 including a fourth recognition in the last five years in the Sunday Times Top 100 Best Not for Profit organisations to work for in 2019. During the year we successfully reaccredited our Investors in People, were CPD certified, retained ISO9001 and were reaccredited as "A Living Wage" employer.

The ongoing success of the CIPP is reflected through the passion and integrity for our profession in every member of the Board and staff and with the finances handled prudently and responsibly in how we operate. The hard-earned awards are also a true reflection of the commitment, passion and quality of service to you, our members. During this 12-month period, the Board of Directors has continued to support and provide strategic direction to the CIPP, which is very much appreciated. Jason Davenport commenced his 2nd and final year of his term as Chair. Liz Lay was elected as Vice-Chair on 28 February 2020. Ros Hendren, Karen Thomson and Ian Whyteside all left the Board and it was decided that, in order to spread the rotation of Board member appointments, two new Board members should be elected at the 2019 AGM.

Fourteen members put forward their names for election to the Board, continuing the trend of the previous two years of double-digit applications to fill the two Board vacancies. At the AGM held 5 December 2019, we were pleased to announce the successful election of two new Board Members, Clare Warrington and Katie Sharpe. I look forward to the support and experience in our industry that they will bring to us over the next few years. Finally, Carole Pearson was co-opted as a Board member from 1 April 2020, bringing considerable Senior HR and Business Management skills to the CIPP Board.

To conclude, the CIPP will continue to focus on its core activities of training, qualifications and membership and promote and celebrate our success in offering Chartered Membership across our industry.

Ken Pullar FCIPP

CEO

Date: 3 November 2020

**Report of the Directors
for the Year Ended 30 June 2020**

The directors present their report with the financial statements of the company and the group for the year ended 30 June 2020.

PRINCIPAL ACTIVITY

The principal activity of the group in the year under review was that of a professional association for payroll and pension management, the provision of education courses and qualifications in payroll and pensions practice and management training courses which support payroll and pensions professionals.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 July 2019 to the date of this report.

K Pullar
J Davenport
C Vidgeon
S Hall
L Lay
D Hoodless

Changes in directors holding office are as follows:

I Whyteside - left 31 December 2019
R Hendren - left 29 February 2020
K Thomson - left 31 December 2019
K Sharpe - appointed 1 January 2020
C Warrington - appointed 1 January 2020
C Pearson - appointed 1 April 2020

CORPORATE GOVERNANCE

The Institute supports the concept of an effective board leading and controlling the Institute. The Board meets on a regular basis and is responsible for approving policy and strategy.

The Board consists of the chief executive officer, who holds a key operational position in the company, the current chair, vice chair, past chair and a number of other non-executives, who bring a breadth of experience and knowledge gained at other membership bodies, public and private entities.

RELATIONS WITH MEMBERS

The Institute values the views of its members and recognises their interest in the strategy and performance of the Institute. An annual membership survey is conducted to ensure that strategies are geared to providing excellent member services. The Annual General Meeting and conference is used to communicate with members, at which they are encouraged to participate and the Board will be available to answer questions. Separate resolutions will be proposed on each issue so that they can be given proper consideration and there will be a resolution to approve the annual report and financial statements.

INTERNAL CONTROL AND RISK MANAGEMENT

The Board is responsible for maintaining a strong system of internal control to safeguard the Institute's assets and for reviewing its effectiveness. The system of internal financial control is designed to provide reasonable, but not absolute, assurance against material misstatement or loss.

An audit risk management committee has been established, who meet at least twice a year and are responsible for ensuring that the financial performance of the Institute is properly monitored and reported on, as well as meeting the auditors and reviewing any reports from the auditors regarding accounts and internal control systems.

The board has considered the need for an internal audit function but has decided the size of the institute does not justify it at present. However, it will keep the decision under annual review.

**Report of the Directors
for the Year Ended 30 June 2020**

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Annual 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 the group and of the profit or loss of the group 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 and the group's transactions and disclose with reasonable accuracy at any time the financial position of the company and the group 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 the group 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 group'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 group's auditors are aware of that information.

AUDITORS

The auditors, Haines Watts, will be proposed for re-appointment at the forthcoming Annual General Meeting.

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

ON BEHALF OF THE BOARD:

K Pullar - Director

3 November 2020

Report of the Independent Auditors to the Members of The Chartered Institute of Payroll Professionals

Opinion

We have audited the financial statements of The Chartered Institute of Payroll Professionals (the 'parent company') and its subsidiaries (the 'group') for the year ended 30 June 2020 which comprise the Consolidated Income Statement, Consolidated Other Comprehensive Income, Consolidated Balance Sheet, Company Balance Sheet, Consolidated Statement of Changes in Equity, Company Statement of Changes in Equity and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent company affairs as at 30 June 2020 and of the group's profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's viability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

However, not all future events or conditions can be predicted. The COVID-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes. It is therefore difficult to evaluate all of the potential implications on the company's trade, customers, suppliers and wider economy. The Directors' view on the impact of COVID-19 is disclosed in the Chief Executive Officer's Statement.

Other information

The directors are responsible for the other information. The other information comprises the information in the Annual Report, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Report of the Independent Auditors to the Members of The Chartered Institute of Payroll Professionals

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- 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; and
- the Report of the Directors has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and the parent company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Directors.

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 by the parent company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent company 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 Group Strategic Report or in preparing the Report of the Directors.

Responsibilities of directors

As explained more fully in the Statement of Directors' Responsibilities set out on page four, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the group's and the parent company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the group or the parent company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Auditors.

Use of our report

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.

Stephen Butler BA FCA (Senior Statutory Auditor)
for and on behalf of Haines Watts
Chartered Accountants and Statutory Auditors
Sterling House
97 Lichfield Street
Tamworth
Staffordshire
B79 7QF

3 November 2020

**Consolidated Income Statement
for the Year Ended 30 June 2020**

	2020 £	2019 £
TURNOVER	5,989,579	6,247,283
Cost of sales	<u>1,295,938</u>	<u>1,793,234</u>
GROSS PROFIT	4,693,641	4,454,049
Administrative expenses	<u>4,514,768</u>	<u>4,374,892</u>
	178,873	79,157
Other operating income	<u>68,192</u>	<u>-</u>
OPERATING PROFIT	247,065	79,157
Interest receivable and similar income	<u>-</u>	<u>728</u>
	247,065	79,885
Interest payable and similar expenses	<u>5,661</u>	<u>(8,748)</u>
PROFIT BEFORE TAXATION	241,404	88,633
Tax on profit	<u>66,092</u>	<u>6,050</u>
PROFIT FOR THE FINANCIAL YEAR	<u>175,312</u>	<u>82,583</u>
Profit attributable to: Owners of the parent	<u>175,312</u>	<u>82,583</u>

**The Chartered Institute of Payroll
Professionals (Registered number: RC000847)**

**Consolidated Other Comprehensive Income
for the Year Ended 30 June 2020**

Notes	2020 £	2019 £
PROFIT FOR THE YEAR	175,312	82,583
OTHER COMPREHENSIVE INCOME	<u>-</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR	<u>175,312</u>	<u>82,583</u>
Total comprehensive income attributable to: Owners of the parent	<u>175,312</u>	<u>82,583</u>

The notes form part of these financial statements

The Chartered Institute of Payroll
Professionals (Registered number: RC000847)

Consolidated Balance Sheet
30 June 2020

	Notes	2020		2019	
		£	£	£	£
FIXED ASSETS					
Intangible assets	5		23,502		26,267
Tangible assets	6		1,086,098		1,149,359
Investments	7		50		50
			<u>1,109,650</u>		<u>1,175,676</u>
CURRENT ASSETS					
Debtors	8	837,052		892,033	
Cash at bank and in hand		1,384,456		1,098,962	
		<u>2,221,508</u>		<u>1,990,995</u>	
CREDITORS					
Amounts falling due within one year	9	2,577,773		2,503,872	
NET CURRENT LIABILITIES			<u>(356,265)</u>		<u>(512,877)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			753,385		662,799
CREDITORS					
Amounts falling due after more than one year	10		(348,609)		(458,335)
PROVISIONS FOR LIABILITIES			<u>(25,000)</u>		<u>-</u>
NET ASSETS			<u>379,776</u>		<u>204,464</u>
RESERVES					
Retained earnings			<u>379,776</u>		<u>204,464</u>
			<u>379,776</u>		<u>204,464</u>

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Directors and authorised for issue on 3 November 2020 and were signed on its behalf by:

K Pullar - Director

**The Chartered Institute of Payroll
Professionals (Registered number: RC000847)**

**Company Balance Sheet
30 June 2020**

	Notes	2020		2019	
		£	£	£	£
FIXED ASSETS					
Intangible assets	5		-		-
Tangible assets	6		844,131		858,167
Investments	7		45,000		45,000
			<u>889,131</u>		<u>903,167</u>
CURRENT ASSETS					
Debtors	8	2,548		3,779	
Cash at bank		636,985		521,161	
		<u>639,533</u>		<u>524,940</u>	
CREDITORS					
Amounts falling due within one year	9	1,024,943		914,227	
			<u>(385,410)</u>		<u>(389,287)</u>
NET CURRENT LIABILITIES					
TOTAL ASSETS LESS CURRENT LIABILITIES			503,721		513,880
CREDITORS					
Amounts falling due after more than one year	10		342,565		390,857
NET ASSETS			<u>161,156</u>		<u>123,023</u>
RESERVES					
Retained earnings			161,156		123,023
			<u>161,156</u>		<u>123,023</u>
Company's profit for the financial year			<u>38,133</u>		<u>1,775</u>

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Directors and authorised for issue on 3 November 2020 and were signed on its behalf by:

K Pullar - Director

**Consolidated Statement of Changes in Equity
for the Year Ended 30 June 2020**

	Retained earnings £	Total equity £
Balance at 1 July 2018	121,881	121,881
Changes in equity		
Total comprehensive income	82,583	82,583
Balance at 30 June 2019	204,464	204,464
Changes in equity		
Total comprehensive income	175,312	175,312
Balance at 30 June 2020	379,776	379,776

**The Chartered Institute of Payroll
Professionals (Registered number: RC000847)**

**Company Statement of Changes in Equity
for the Year Ended 30 June 2020**

	Retained earnings £	Total equity £
Balance at 1 July 2018	121,248	121,248
Changes in equity		
Total comprehensive income	1,775	1,775
Balance at 30 June 2019	123,023	123,023
Changes in equity		
Total comprehensive income	38,133	38,133
Balance at 30 June 2020	161,156	161,156

The notes form part of these financial statements

1. STATUTORY INFORMATION

The Chartered Institute of Payroll Professionals is a body incorporated by Royal Charter, limited by guarantee and registered in England and Wales. The registered number and registered office address can be found on the General Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Basis of consolidation

The consolidated financial statements present the results of the Company and its own subsidiaries ("the Group") as if they form a single entity. Intercompany transactions and balances between group companies are therefore eliminated in full.

The consolidated financial statements incorporate the results of the business combinations using the purchase method. In the Balance Sheet, the acquiree's identifiable assets, liabilities and contingent liabilities are initially recognised at their fair values at the acquisition date. The results of acquired operations are included in the Consolidated Statement of Income and Retained Earnings from the date on which control is obtained. They are deconsolidated from the date control ceases.

Turnover

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the company and the revenue can be reliably measured. Revenue is measured as the fair value of the consideration received or receivable, excluding discounts rebates, value added tax and other sales taxes. The following criterion must also be met before revenue is recognised:

Sale of goods

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

1. the company has transferred the significant risks and rewards of ownership to the buyer;
2. the company retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
3. the amount of revenue can be measured reliably;
4. it is probable that the company will receive the consideration due under the transaction; and
5. the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Rendering of services

Revenue from a contract to provide services is recognised in the period in which the services are provided in accordance with the stage of completion of the contract when all of the following conditions are satisfied:

1. the amount of revenue can be measured reliably;
2. it is probable that the company will receive the consideration due under the contract;
3. the stage of completion of the contract at the end of the reporting period can be measured reliably and
4. the costs incurred and the costs to complete the contract can be measured reliably.

Goodwill

Goodwill represents the difference between amounts paid on the cost of a business combination and the acquirer's interest in the fair value of the Group's share of its identifiable assets and liabilities of the acquiree at the date of acquisition. Subsequent to initial recognition, Goodwill is measured at cost less accumulated amortisation and impairment losses. Goodwill is amortised on a straight line basis over its useful economic life.

Intangible assets

Intangible assets are initially measured at cost. After initial recognition, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Patents and licences are being amortised evenly over their estimated useful life of ten years.

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 30 June 2020**

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	- 5% on cost and 2% on cost
Plant and machinery etc	- 30% on cost and 20% on cost

Land is not depreciated in the financial statements.

Government grants

Government grants in relation to tangible fixed assets are credited to profit and loss account over the useful lives of the related assets, whereas those in relation to expenditure are credited when the expenditure is charged to profit and loss.

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Consolidated Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

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

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to profit or loss on a straight line basis over the period of the lease.

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

Pension costs and other post-retirement benefits

The group operates a defined contribution pension scheme. Contributions payable to the group's pension scheme are charged to profit or loss in the period to which they relate.

Investments

Investments in subsidiaries are measured at cost less accumulated impairment.

3. EMPLOYEES AND DIRECTORS

The average number of employees and directors during the year was 122 (2019 - 124).

Notes to the Consolidated Financial Statements - continued
for the Year Ended 30 June 2020

4. **INDIVIDUAL INCOME STATEMENT**

As permitted by Section 408 of the Companies Act 2006, the Income Statement of the parent company is not presented as part of these financial statements.

5. **INTANGIBLE FIXED ASSETS**

Group

	Goodwill £	Other intangible assets £	Totals £
COST			
At 1 July 2019	89,996	27,650	117,646
Disposals	(45,000)	-	(45,000)
At 30 June 2020	<u>44,996</u>	<u>27,650</u>	<u>72,646</u>
AMORTISATION			
At 1 July 2019	89,996	1,383	91,379
Charge for year	-	2,765	2,765
Eliminated on disposal	(45,000)	-	(45,000)
At 30 June 2020	<u>44,996</u>	<u>4,148</u>	<u>49,144</u>
NET BOOK VALUE			
At 30 June 2020	<u>-</u>	<u>23,502</u>	<u>23,502</u>
At 30 June 2019	<u>-</u>	<u>26,267</u>	<u>26,267</u>

6. **TANGIBLE FIXED ASSETS**

Group

	Land and buildings £	Plant and machinery etc £	Totals £
COST			
At 1 July 2019	918,148	672,074	1,590,222
Additions	-	19,840	19,840
Disposals	(1,669)	(1,272)	(2,941)
At 30 June 2020	<u>916,479</u>	<u>690,642</u>	<u>1,607,121</u>
DEPRECIATION			
At 1 July 2019	59,981	380,882	440,863
Charge for year	12,367	69,065	81,432
Eliminated on disposal	-	(1,272)	(1,272)
At 30 June 2020	<u>72,348</u>	<u>448,675</u>	<u>521,023</u>
NET BOOK VALUE			
At 30 June 2020	<u>844,131</u>	<u>241,967</u>	<u>1,086,098</u>
At 30 June 2019	<u>858,167</u>	<u>291,192</u>	<u>1,149,359</u>

Notes to the Consolidated Financial Statements - continued
for the Year Ended 30 June 2020

6. TANGIBLE FIXED ASSETS - continued

Company

	Land and buildings £
COST	
At 1 July 2019	918,148
Disposals	(1,669)
	<u>916,479</u>
At 30 June 2020	916,479
DEPRECIATION	
At 1 July 2019	59,981
Charge for year	12,367
	<u>72,348</u>
At 30 June 2020	72,348
NET BOOK VALUE	
At 30 June 2020	<u>844,131</u>
At 30 June 2019	<u>858,167</u>

7. FIXED ASSET INVESTMENTS

Group

	Other investments £
COST	
At 1 July 2019 and 30 June 2020	50
	<u>50</u>
NET BOOK VALUE	
At 30 June 2020	<u>50</u>
At 30 June 2019	<u>50</u>

Company

	Other investments £
COST	
At 1 July 2019 and 30 June 2020	45,000
	<u>45,000</u>
NET BOOK VALUE	
At 30 June 2020	<u>45,000</u>
At 30 June 2019	<u>45,000</u>

Notes to the Consolidated Financial Statements - continued
for the Year Ended 30 June 2020

7. **FIXED ASSET INVESTMENTS - continued**

The group or the company's investments at the Balance Sheet date in the share capital of companies include the following:

Subsidiary

IPP Education Limited

Registered office:

Nature of business: Training course provider

Class of shares:	% holding	2020 £	2019 £
Ordinary	100.00		
Aggregate capital and reserves		263,618	126,439
Profit for the year		137,179	80,808

The group owns 50% of the ordinary share capital of IPPFHE Limited ("IPPFHE"). IPPFHE has no activity of its own and acts merely as an agent for the shareholders, in order to procure and distribute certain government funding. The group therefore accounts directly for its own share of the results of IPPFHE as if they were directly attributable to the company, in accordance with Financial Reporting Standard 102.

8. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Group		Company	
	2020 £	2019 £	2020 £	2019 £
Trade debtors	307,260	582,301	-	-
Other debtors	529,792	309,732	2,548	3,779
	<u>837,052</u>	<u>892,033</u>	<u>2,548</u>	<u>3,779</u>

9. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Group		Company	
	2020 £	2019 £	2020 £	2019 £
Bank loans and overdrafts	27,591	26,091	27,591	26,091
Hire purchase contracts (see note 11)	5,712	6,156	-	-
Trade creditors	302,297	261,183	7,712	12,033
Amounts owed to group undertakings	-	-	526,941	484,168
Taxation and social security	389,951	231,298	15,178	3,332
Other creditors	1,852,222	1,979,144	447,521	388,603
	<u>2,577,773</u>	<u>2,503,872</u>	<u>1,024,943</u>	<u>914,227</u>

10. **CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	Group		Company	
	2020 £	2019 £	2020 £	2019 £
Bank loans	342,565	390,857	342,565	390,857
Hire purchase contracts (see note 11)	3,970	10,489	-	-
Other creditors	2,074	56,989	-	-
	<u>348,609</u>	<u>458,335</u>	<u>342,565</u>	<u>390,857</u>

Notes to the Consolidated Financial Statements - continued
for the Year Ended 30 June 2020

10. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR - continued

Amounts falling due in more than five years:

	Group		Company	
	2020 £	2019 £	2020 £	2019 £
Repayable by instalments				
Bank loans more 5 yr by instal	<u>213,900</u>	<u>269,692</u>	<u>213,900</u>	<u>269,692</u>

11. LEASING AGREEMENTS

Minimum lease payments fall due as follows:

Group	Hire purchase contracts	
	2020 £	2019 £
Gross obligations repayable:		
Within one year	6,120	6,928
Between one and five years	<u>4,041</u>	<u>10,968</u>
	<u>10,161</u>	<u>17,896</u>
Finance charges repayable:		
Within one year	408	772
Between one and five years	<u>71</u>	<u>479</u>
	<u>479</u>	<u>1,251</u>
Net obligations repayable:		
Within one year	5,712	6,156
Between one and five years	<u>3,970</u>	<u>10,489</u>
	<u>9,682</u>	<u>16,645</u>
Group		
	Non-cancellable operating leases	
	2020 £	2019 £
Within one year	30,500	61,000
Between one and five years	<u>-</u>	<u>30,500</u>
	<u>30,500</u>	<u>91,500</u>

Notes to the Consolidated Financial Statements - continued
for the Year Ended 30 June 2020

12. SECURED DEBTS

The following secured debts are included within creditors:

	Group		Company	
	2020 £	2019 £	2020 £	2019 £
Bank loans	370,156	416,948	370,156	416,948
Hire purchase contracts	9,682	16,645	-	-
	<u>379,838</u>	<u>433,593</u>	<u>370,156</u>	<u>416,948</u>

The bank loan is secured by debentures over the group's assets.

Net obligations under finance leases and hire purchase contracts are secured against the assets to which they relate.

13. PENSION COMMITMENTS

The Group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Group in an independently administered fund. The pension cost charge represents contributions payable by the Group to the fund and amounted to £273,890 (2019: £245,430). Contributions totalling £nil (2019: £nil) were payable to the fund at the balance sheet date.

14. RELATED PARTY DISCLOSURES

The company has taken advantage of exemption, under the terms of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', not to disclose related party transactions with wholly owned subsidiaries within the group.

Transactions between group entities which have been eliminated on consolidation are not disclosed within the financial statements.

15. COMPANY STATUS

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £2 towards the assets of the company in the event of liquidation.