

**Report of the Committee and  
Unaudited Financial Statements for the Year Ended 31 December 2018  
for  
Houghton & Wyton Community Shop Ltd**

**Houghton & Wyton Community Shop Ltd**

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for the Year Ended 31 December 2018**

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**Houghton & Wyton Community Shop Ltd**

**Company Information  
for the Year Ended 31 December 2018**

**MANAGEMENT COMMITTEE:** Helen Boothman – Chair  
Paul Boothman – Treasurer  
Margaret Campbell  
Anthony Garside  
Bill Skinner – Appointed 15.04.2018  
Angela Passant – Appointed 15.04.2018  
Janes Jest – Appointed 15.04.2018  
Rosy Waddingham – Appointed 15.04.2018  
John Stanger – Appointed 15.04.2018  
Aylie Ewing – Resigned 15.04.2018  
Lois Dale – Resigned 15.04.2018  
Johnathan McGee – Resigned 15.04.2018  
Chris Spearing – Resigned 15.04.2018  
Nigel White – Resigned 15.04.2018  
Amanda Orchard – Resigned 07.12.2018  
Sue Rodwell-Smith – Resigned 05.03.2019

**REGISTERED OFFICE:** Houghton & Wyton Community Shop Ltd  
The Green  
Houghton  
Cambridgeshire  
PE28 2AX

**REGISTERED NUMBER:** 7390

**ACCOUNTANTS:** George Hay Partnership LLP  
Chartered Accountants  
St George's House  
George Street  
Huntingdon  
Cambridgeshire  
PE29 3GH

## Houghton & Wyton Community Shop Ltd

### Report of the Committee for the Year Ended 31 December 2018

The committee presents report with the financial statements of the company for the year ended 31 December 2018.

#### COMMITTEE

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

#### FINANCIAL REVIEW

The good summer contributed to a successful year for Our Shop, with turnover ahead of budget and a growing by +21.6% versus 2017. This excellent sales growth helped to reverse the net loss we made in 2017 and deliver a modest net profit for 2018.

The new shop layout, chillers, freezers, together with the revised product range has brought more customers who on average have increased spend per visit. In addition rental from the flat above the shop has also provided steady income, as indeed has the growth in commission we have enjoyed through the Post Office, picking up business following some main bank closures nearby.

Our plan for 2018 was to continue to improve our assets and customer experience by investing heavily into the shop, flat and Post Office in terms of infrastructure, systems, fixtures and fittings as well as the decor. This included complete rewiring; replacing windows in the flat above; new chillers; freezers; new sales counter and tills; shelving; electronic point of sale (EPOS); and improved security via new CCTV.

On top of this planned investment, we also had to fund some large expenditure sooner than anticipated. This was mainly associated with the hot weather and the age of the back storage refrigeration units which failed and so also had to be replaced earlier than planned, but also involved bringing forward other investments such as CCTV. Whilst we have managed to fund some of our investments by securing grant funding, as well as to utilise lease finance, it has meant that at times we ran reserves to a minimum and has also reduced the net profit we had planned to deliver this year.

That said, this investment has helped towards improvements not just in sales growth, such as the reduction in our energy usage by some -25% from the much more efficient refrigeration equipment and LED lighting now in the shop.

As we look at the first few months of 2019, we can see the sales growth trend continuing and with data from our EPOS till system to better manage stock, range and pricing, we are in a much better position to improve both sales and profitability further. Hence, with the bulk of large scale investments complete, we are planning to see our net profit and financial reserves position improve in line with our long term plans.

None of this would be possible without the friendly welcome and good service provided by our excellent staff and the continued, dedicated commitment from our wonderful volunteers.

#### ON BEHALF OF THE COMMITTEE:

.....

Date: .....

Houghton & Wyton Community Shop Ltd

**Income Statement  
for the Year Ended 31 December 2018**

	Notes	Year Ended 31.12.18 £	Period 30.8.16 to 31.12.17 £
TURNOVER		534,810	339,157
Cost of sales		<u>413,970</u>	<u>277,683</u>
GROSS PROFIT		120,840	61,474
Administrative expenses		<u>119,842</u>	<u>82,483</u>
		998	(21,009)
Other operating income		<u>42,844</u>	<u>17,983</u>
OPERATING PROFIT/(LOSS)	4	43,842	(3,026)
Interest payable and similar expenses		<u>5,059</u>	<u>7,202</u>
PROFIT/(LOSS) BEFORE TAXATION		38,783	(10,228)
Tax on profit/(loss)		<u>-</u>	<u>-</u>
PROFIT/(LOSS) FOR THE FINANCIAL YEAR		<u>38,783</u>	<u>(10,228)</u>

The notes form part of these financial statements

**Houghton & Wyton Community Shop Ltd**

**Balance Sheet  
31 December 2018**

	Notes	2018 £	£	2017 £	£
<b>FIXED ASSETS</b>					
Intangible assets	5		57,750		64,750
Tangible assets	6		<u>675,385</u>		<u>648,272</u>
			733,135		713,022
<b>CURRENT ASSETS</b>					
Stocks		28,403		27,549	
Debtors	7	-		6,850	
Cash at bank and in hand		<u>35,090</u>		<u>37,343</u>	
		63,493		71,742	
<b>CREDITORS</b>					
Amounts falling due within one year	8	<u>64,523</u>		<u>64,280</u>	
<b>NET CURRENT (LIABILITIES)/ASSETS</b>			<u>(1,030)</u>		<u>7,462</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			730,645		720,484
<b>CREDITORS</b>					
Amounts falling due after more than one year	9		<u>360,690</u>		<u>389,312</u>
<b>NET ASSETS</b>			<u>369,955</u>		<u>331,172</u>
<b>CAPITAL AND RESERVES</b>					
Called up share capital	10		341,400		341,400
Retained earnings			<u>28,555</u>		<u>(10,228)</u>
<b>SHAREHOLDERS' FUNDS</b>			<u>369,955</u>		<u>331,172</u>

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and Co-operative and Community Benefit Societies Act 2014 part 7.

The financial statements were approved by the committee on ..... and were signed by:

.....

The notes form part of these financial statements

## Houghton & Wyton Community Shop Ltd

### Notes to the Financial Statements for the Year Ended 31 December 2018

#### 1. STATUTORY INFORMATION

Houghton & Wyton Community Shop Ltd is a private company, limited by shares, registered in England and Wales and is regulated by the FCA and Co-operative and Community Benefit Societies Act 2014. The company's registered number and registered office address can be found on the Company Information page.

#### 2. ACCOUNTING POLICIES

##### Basis of preparing the financial statements

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

##### Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

##### Other Income

Rent relates to the letting of the flat above the shop and is measured at the fair value of the consideration receivable.

Grant income is measured by releasing the total grant received over the period in which conditions can be imposed by the grant provider or the useful life of the asset in which the grant was received for.

##### Intangible assets

Goodwill, being the amount paid in connection with the acquisition of a business in 2017, is being amortised evenly over its estimated useful life of ten years.

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

##### 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	- 1% on cost
Plant and machinery etc	- 25% on reducing balance

##### Stocks

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

##### Taxation

Taxation for the period which it relates to recognised in the Income Statement and is not discounted.

Grant income from Power to Change which is being released to the profit and loss at £30,000 a year is not taxable therefore is added back on the tax computation.

##### Hire purchase and leasing commitments

Rentals paid under operating leases for the CCTV, EPOS till system and Rijo coffee machine are charged to profit or loss on a straight line basis over the period of the lease.

##### Pension costs and other post-retirement benefits

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

**Houghton & Wyton Community Shop Ltd**

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2018**

**3. EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 9 (2017 - 7).

**4. OPERATING PROFIT/(LOSS)**

The operating profit (2017 - operating loss) is stated after charging:

	Year Ended 31.12.18	Period 30.8.16 to 31.12.17
	£	£
Depreciation - owned assets	9,127	4,672
Goodwill amortisation	<u>7,000</u>	<u>5,250</u>

**5. INTANGIBLE FIXED ASSETS**

	Goodwill £
<b>COST</b>	
At 1 January 2018 and 31 December 2018	<u>70,000</u>
<b>AMORTISATION</b>	
At 1 January 2018	5,250
Charge for year	<u>7,000</u>
At 31 December 2018	<u>12,250</u>
<b>NET BOOK VALUE</b>	
At 31 December 2018	<u>57,750</u>
At 31 December 2017	<u>64,750</u>

**6. TANGIBLE FIXED ASSETS**

	Land and buildings £	Plant and machinery etc £	Totals £
<b>COST</b>			
At 1 January 2018	614,454	38,490	652,944
Additions	<u>-</u>	<u>34,780</u>	<u>34,780</u>
At 31 December 2018	<u>614,454</u>	<u>73,270</u>	<u>687,724</u>
<b>DEPRECIATION</b>			
At 1 January 2018	922	3,750	4,672
Charge for year	<u>1,229</u>	<u>7,898</u>	<u>9,127</u>
At 31 December 2018	<u>2,151</u>	<u>11,683</u>	<u>13,799</u>
<b>NET BOOK VALUE</b>			
At 31 December 2018	<u>612,303</u>	<u>61,622</u>	<u>673,925</u>
At 31 December 2017	<u>613,532</u>	<u>34,740</u>	<u>648,272</u>



**Houghton & Wyton Community Shop Ltd**

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2018**

<b>7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
		2018	2017
		£	£
Other debtors		<u>-</u>	<u>6,850</u>
<b>8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
		2018	2017
		£	£
Trade creditors		14,599	23,113
Taxation and social security		986	-
Other creditors		<u>48,937</u>	<u>41,167</u>
		<u>64,523</u>	<u>64,280</u>
<b>9. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR</b>			
		2018	2017
		£	£
Triodos bank loan		127,892	136,187
Deferred grant income		232,798	253,125
		<u>360,690</u>	<u>389,312</u>
<b>10. CALLED UP SHARE CAPITAL</b>			
Allotted, issued and fully paid:			
Number:	Class:	Nominal value:	
			2018
			£
34,140	Ordinary	£10	<u>341,400</u>
			<u>341,400</u>

**11. RELATED PARTY TRANSACTIONS**

The members serving on the Management Committee use the village shop operated by the company. All transactions are at full market price.

At the year end there was an outstanding loan from a committee member of £5,000 used to assist cash flow management.

**Chartered Accountants' Report to the Committee  
on the Unaudited Financial Statements of  
Houghton & Wyton Community Shop Ltd**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Houghton & Wyton Community Shop Ltd for the year ended 31 December 2018 which comprise the Income Statement, Balance Sheet and the related notes 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 within the ICAEW's regulations and guidance at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the director of Houghton & Wyton Community Shop Ltd in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Houghton & Wyton Community Shop Ltd and state those matters that we have agreed to state to the director of Houghton & Wyton Community Shop Ltd in this report in accordance with ICAEW Technical Release 07/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Houghton & Wyton Community Shop Ltd and its director for our work or for this report.

It is your duty to ensure that Houghton & Wyton Community Shop Ltd has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Houghton & Wyton Community Shop Ltd. You consider that Houghton & Wyton Community Shop 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 financial statements of Houghton & Wyton Community Shop 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 financial statements.

George Hay Partnership LLP  
Chartered Accountants  
St George's House  
George Street  
Huntingdon  
Cambridgeshire  
PE29 3GH

Date: .....

## Houghton & Wyton Community Shop Ltd

### Trading and Profit and Loss Account for the Year Ended 31 December 2018

	Year Ended 31.12.18		Period 30.8.16 to 31.12.17	
	£	£	£	£
<b>Turnover</b>				
Shop sales	509,620		329,695	
Post Office sales	<u>25,190</u>		<u>9,462</u>	
		534,810		339,157
<b>Cost of sales</b>				
Opening stock	27,549		-	
Purchases	<u>414,824</u>		<u>305,232</u>	
	442,373		305,232	
Closing stock	<u>(28,403)</u>		<u>(27,549)</u>	
		<u>413,970</u>		<u>277,683</u>
<b>GROSS PROFIT</b>		120,840		61,474
<b>Other income</b>				
Rents received	11,400		950	
Sundry receipts	-		158	
Grant income	<u>31,444</u>		<u>16,875</u>	
		<u>42,844</u>		<u>17,983</u>
		163,684		79,457
<b>Expenditure</b>				
Hire of plant and machinery	3,299		-	
Rates, water and waste collection	1,269		1,311	
Insurance	1,152		1,013	
Light and heat	3,725		7,882	
Repairs to shop	8,090		4,655	
Repairs to flat	796		3,166	
Wages	76,846		39,464	
Social security	-		25	
Pensions	763		349	
Telephone	779		412	
Post and stationery	1,324		2,361	
Advertising	125		-	
Sundry expenses	1,384		1,245	
Accountancy	2,373		6,138	
Letting fees	-		517	
Legal & Professional	191		245	
Auditors remuneration	<u>100</u>		<u>3,000</u>	
		<u>102,216</u>		<u>71,783</u>
		61,468		7,674
<b>Finance costs</b>				
Bank charges	-		23	
Credit card charges	1,499		755	
Loan interest	<u>5,059</u>		<u>7,202</u>	
		<u>6,558</u>		<u>7,980</u>
Carried forward		54,910		(306)

Houghton & Wyton Community Shop Ltd

**Trading and Profit and Loss Account  
for the Year Ended 31 December 2018**

	Year Ended 31.12.18		Period 30.8.16 to 31.12.17	
	£	£	£	£
Brought forward		54,910		(306)
<b>Depreciation</b>				
Goodwill amortisation	7,000		5,250	
Freehold property	1,229		922	
Fixtures and fittings	<u>7,898</u>		<u>3,750</u>	
		<u>16,127</u>		<u>9,922</u>
<b>NET PROFIT/(LOSS)</b>		<u><u>38,783</u></u>		<u><u>(10,228)</u></u>



**Houghton & Wyton Community Shop Ltd**

**Company Information  
for the Year Ended 31 December 2018**

**MANAGEMENT COMMITTEE:** Helen Boothman – Chair  
Paul Boothman – Treasurer  
Margaret Campbell  
Anthony Garside  
Bill Skinner – Appointed 15.04.2018  
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