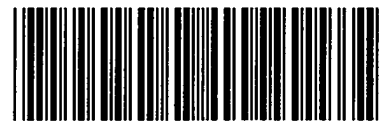


Company Registration No. 05538830 (England and Wales)

**ADVANCED PERSONNEL LTD**  
**ANNUAL REPORT**  
**FOR THE YEAR ENDED 30 APRIL 2014**

WEDNESDAY



\*A400QVIO\*

A37

28/01/2015

#171

COMPANIES HOUSE

# ADVANCED PERSONNEL LTD

## COMPANY INFORMATION

---

**Directors**

P Mardel  
W Scott

**Company number**

05538830

**Registered office**

Unit A1, Basepoint Business & Innovation Centre  
110 Butterfield  
Great Marlings  
Luton  
Bedfordshire  
LU2 8DL

**Auditors**

Mercer & Hole  
Silbury Court  
420 Silbury Boulevard  
Central Milton Keynes  
Buckinghamshire  
MK9 2AF

---

# ADVANCED PERSONNEL LTD

## CONTENTS

---

	<b>Page</b>
Strategic report	1
Directors' report	2 - 3
Independent auditors' report	4 - 5
Profit and loss account	6
Balance sheet	7
Cash flow statement	8
Notes to the cash flow statement	9
Notes to the financial statements	10 - 13

---

# ADVANCED PERSONNEL LTD

## STRATEGIC REPORT

**FOR THE YEAR ENDED 30 APRIL 2014**

---

### **Review of the business**

We aim to present an accurate, balanced and comprehensive review of the development and performance of the company during the year and at the year end.

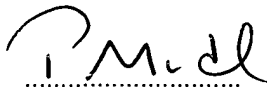
We consider that the company's key financial performance indicators are those of the development and performance of the company as a whole, being the turnover.

The turnover for the accounting periods ending 30th April 2014 and 30th April 2013 was £22,337,740 and £19,255,039 respectively. The directors are confident that the company's income will see further growth in the coming year. We are satisfied at the position of the company at the end of the year.

The directors are aware of the principal risks and uncertainties that are faced by the business and recognise that any such risks are to be regularly monitored in order that adequate changes can be implemented to minimise any detrimental impact.

Predominantly the principal risks and uncertainties include future changes to employment legislation, amendments to the current tax legislation and any impact (economical, geographical or otherwise) that could result in a reduced demand for workers supplied by the business.

On behalf of the board



P Mardel

**Director**

20/01/2015

# **ADVANCED PERSONNEL LTD**

## **DIRECTORS' REPORT**

### **FOR THE YEAR ENDED 30 APRIL 2014**

---

The directors present their report and financial statements for the year ended 30 April 2014.

#### **Principal activities**

The principal activity of the company continued to be that of an umbrella company.

#### **Results and dividends**

The results for the year are set out on page 6.

#### **Future developments**

The company will continue to strive to maintain its position within the contractor market and will ensure that appropriate measures are taken to identify and monitor any risks that need to be addressed to achieve this objective.

#### **Directors**

The following directors have held office since 1 May 2013:

P Mardel

W Scott

#### **Employee involvement**

The company's policy is to consult and discuss with employees, through unions, staff councils and at meetings, matters likely to affect employees' interests.

Information of matters of concern to employees is given through information bulletins and reports which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting the company's performance.

#### **Disabled persons**

Due to the nature of the company, employees are sourced by a third party before commencing employment. However it is company policy that all people should be treated equally regardless of any disability and will not be discriminated against.

#### **Auditors**

The auditors, Mercer & Hole, are deemed to be reappointed under section 487(2) of the Companies Act 2006.

# ADVANCED PERSONNEL LTD

## DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2014

---

### Statement of directors' responsibilities

The directors are responsible for preparing the Strategic Report, 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 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 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.

### Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

On behalf of the board



P Mardel

Director

20/01/2015

# ADVANCED PERSONNEL LTD

## INDEPENDENT AUDITORS' REPORT

### TO THE MEMBERS OF ADVANCED PERSONNEL LTD

---

We have audited the financial statements of Advanced Personnel Ltd for the year ended 30 April 2014 set out on pages 6 to 13. 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).

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 auditors' 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 auditors**

As explained more fully in the Directors' Responsibilities Statement set out on pages 2 - 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 Ethical Standards for Auditors.

#### **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 Annual 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 financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 30 April 2014 and of its 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.

#### **Opinion on other matter prescribed by the Companies Act 2006**

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

# ADVANCED PERSONNEL LTD

## INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE MEMBERS OF ADVANCED PERSONNEL LTD

---

### 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.

  
Paul Maberly FCA (Senior Statutory Auditor)  
for and on behalf of Mercer & Hole

Chartered Accountants  
Statutory Auditor

20/01/2015

Silbury Court  
420 Silbury Boulevard  
Central Milton Keynes  
Buckinghamshire  
MK9 2AF



# ADVANCED PERSONNEL LTD

## PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 30 APRIL 2014

---

	Notes	2014 £	2013 £
Turnover	2	22,337,740	19,255,039
Cost of sales		(21,339,427)	(18,445,068)
<b>Gross profit</b>		<u>998,313</u>	<u>809,971</u>
Administrative expenses		(983,741)	(809,533)
<b>Profit on ordinary activities before taxation</b>	3	<u>14,572</u>	<u>438</u>
Tax on profit on ordinary activities	4	(5,795)	(48)
<b>Profit for the year</b>	9	<u><u>8,777</u></u>	<u><u>390</u></u>

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

# ADVANCED PERSONNEL LTD

## BALANCE SHEET

AS AT 30 APRIL 2014

	Notes	2014 £	£	2013 £	£
<b>Current assets</b>					
Debtors	5	2,358,214		1,860,269	
Cash at bank and in hand		673,537		245,442	
		<u>3,031,751</u>		<u>2,105,711</u>	
<b>Creditors: amounts falling due within one year</b>	6	(3,006,298)		(2,089,035)	
<b>Total assets less current liabilities</b>			<u>25,453</u>		<u>16,676</u>
<b>Capital and reserves</b>					
Called up share capital	8		10		10
Profit and loss account	9		25,443		16,666
<b>Shareholders' funds</b>	10		<u>25,453</u>		<u>16,676</u>

Approved by the Board and authorised for issue on 20/04/15



P Mardel  
Director

Company Registration No. 05538830

# ADVANCED PERSONNEL LTD

## CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 APRIL 2014

---

	2014	2013
	£	£
Net cash inflow/(outflow) from operating activities	428,183	(173,789)
Taxation	(88)	(2,745)
Net cash inflow/(outflow) before management of liquid resources and financing	428,095	(176,534)
Increase/(decrease) in cash in the year	428,095	(176,534)

---

# ADVANCED PERSONNEL LTD

## NOTES TO THE CASH FLOW STATEMENT

### FOR THE YEAR ENDED 30 APRIL 2014

1 Reconciliation of operating profit to net cash (outflow)/inflow from operating activities	2014	2013
	£	£
Operating profit	14,572	438
(Increase)/decrease in debtors	(497,945)	78,819
Increase/(decrease) in creditors within one year	911,556	(253,046)
<b>Net cash inflow/(outflow) from operating activities</b>	<u>428,183</u>	<u>(173,789)</u>

2 Analysis of net funds	1 May 2013	Cash flow	Other non-cash changes	30 April 2014
	£	£	£	£
Net cash:				
Cash at bank and in hand	245,442	428,095	-	673,537
Bank deposits	-	-	-	-
<b>Net funds</b>	<u>245,442</u>	<u>428,095</u>	<u>-</u>	<u>673,537</u>

3 Reconciliation of net cash flow to movement in net funds	2014	2013
	£	£
Increase/(decrease) in cash in the year	428,095	(176,534)
<b>Movement in net funds in the year</b>	<u>428,095</u>	<u>(176,534)</u>
Opening net funds	245,442	421,976
<b>Closing net funds</b>	<u>673,537</u>	<u>245,442</u>

# ADVANCED PERSONNEL LTD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2014

---

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

#### 1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

#### 1.3 Turnover

Turnover represents net invoiced sales of services, excluding value added tax, except in respect of service contracts where turnover is recognised when the company obtains the right to consideration.

#### 1.4 Pensions

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

#### 1.5 Deferred taxation

Deferred taxation is provided in full in respect of taxation deferred by timing differences between the treatment of certain items for taxation and accounting purposes. The deferred tax balance has not been discounted.

### 2 Turnover

In the year to 30 April 2014 2.18% (2013: 3.4%) of the company's turnover was to markets outside the United Kingdom

### 3 Operating profit

	2014	2013
	£	£
Operating profit is stated after charging:		
Auditors' remuneration (including expenses and benefits in kind)	7,600	6,000
	<u>          </u>	<u>          </u>

# ADVANCED PERSONNEL LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2014

4	Taxation	2014 £	2013 £
	<b>Domestic current year tax</b>		
	U.K. corporation tax	5,795	88
	Adjustment for prior years	-	(40)
	<b>Total current tax</b>	<u>5,795</u>	<u>48</u>
	<b>Factors affecting the tax charge for the year</b>		
	Profit on ordinary activities before taxation	<u>14,572</u>	<u>438</u>
	Profit on ordinary activities before taxation multiplied by standard rate of UK corporation tax of 20.00% (2013 - 20.00%)	<u>2,914</u>	<u>88</u>
	Effects of:		
	Non deductible expenses	2,881	-
	Adjustments to previous periods	-	(40)
		<u>2,881</u>	<u>(40)</u>
	<b>Current tax charge for the year</b>	<u>5,795</u>	<u>48</u>
5	Debtors	2014 £	2013 £
	Trade debtors	1,826,163	1,292,218
	Other debtors	532,051	568,051
		<u>2,358,214</u>	<u>1,860,269</u>
	Amounts falling due after more than one year and included in the debtors above are:		
		2014 £	2013 £
	Amounts owed by other debtors	<u>402,000</u>	<u>438,000</u>

# ADVANCED PERSONNEL LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2014

<b>6</b>	<b>Creditors: amounts falling due within one year</b>	<b>2014</b>	<b>2013</b>
		£	£
	Trade creditors	1,761,269	1,236,525
	Corporation tax	5,795	88
	Other taxes and social security costs	1,239,234	852,422
		<u>3,006,298</u>	<u>2,089,035</u>
<b>7</b>	<b>Pension and other post-retirement benefit commitments</b>		
	<b>Defined contribution</b>		
	The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund.		
		<b>2014</b>	<b>2013</b>
		£	£
	Contributions payable by the company for the year	<u>130,145</u>	<u>86,648</u>
<b>8</b>	<b>Share capital</b>	<b>2014</b>	<b>2013</b>
		£	£
	<b>Allotted, called up and fully paid</b>		
	10 ordinary shares of £1 each	<u>10</u>	<u>10</u>
<b>9</b>	<b>Statement of movements on profit and loss account</b>		<b>Profit and loss account</b>
			£
	Balance at 1 May 2013		16,666
	Profit for the year		<u>8,777</u>
	Balance at 30 April 2014		<u>25,443</u>
<b>10</b>	<b>Reconciliation of movements in shareholders' funds</b>	<b>2014</b>	<b>2013</b>
		£	£
	Profit for the financial year	8,777	390
	Opening shareholders' funds	<u>16,676</u>	<u>16,286</u>
	Closing shareholders' funds	<u>25,453</u>	<u>16,676</u>

# ADVANCED PERSONNEL LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2014

---

### 11 Employees

#### Number of employees

The average monthly number of employees (including directors) during the year was:

	2014 Number	2013 Number
	448	359

#### Employment costs

	2014 £	2013 £
Wages and salaries	17,177,385	14,796,666
Social security costs	1,928,905	1,737,414
Other pension costs	130,145	86,648
	<u>19,236,435</u>	<u>16,620,728</u>

### 12 Control

The ultimate controlling party is Mr P Mardel.

### 13 Related party relationships and transactions

During the year an amount of £752,492 (2013: £590,177) was paid to Liberty Bishop Contractor Services Limited in respect of management fees. At the year end £63,674 (2013: £54,841) was owed to Liberty Bishop Contractor Services Limited. Liberty Bishop Contractor Services Limited is a company incorporated in England and Wales and has common directors and shareholders. The balance due from Liberty Bishop Contractor Services Limited at the year end was £94,050 (2013: £153,961).

In 2009 the company issued an interest free loan to Mardel Scott Group Limited for £600,000. At the end of the year there was a balance of £438,000 (2013: £474,000) due from Mardel Scott Group Limited in relation to this loan. £402,000 (2013: £438,000) of this balance is due in greater than one year. Mardel Scott Group Limited is a company incorporated in England and Wales and has common directors and shareholders.