

Company Registration No. 08101751 (England and Wales)

**PERSONNEL CHECKS LIMITED**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**  
**PAGES FOR FILING WITH REGISTRAR**

# PERSONNEL CHECKS LIMITED

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# PERSONNEL CHECKS LIMITED

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Intangible assets	3		851,115		972,323
Tangible assets	4		84,740		94,996
			<u>935,855</u>		<u>1,067,319</u>
<b>Current assets</b>					
Debtors	5	110,701		132,312	
Cash at bank and in hand		280,329		399,467	
		<u>391,030</u>		<u>531,779</u>	
<b>Creditors: amounts falling due within one year</b>	6	(552,903)		(526,575)	
<b>Net current (liabilities)/assets</b>			<u>(161,873)</u>		<u>5,204</u>
<b>Total assets less current liabilities</b>			<u>773,982</u>		<u>1,072,523</u>
<b>Provisions for liabilities</b>			<u>(16,101)</u>		<u>(18,049)</u>
<b>Net assets</b>			<u>757,881</u>		<u>1,054,474</u>
<b>Capital and reserves</b>					
Called up share capital	7		100		100
Profit and loss reserves			757,781		1,054,374
<b>Total equity</b>			<u>757,881</u>		<u>1,054,474</u>

The directors of the company have elected not to include a copy of the profit and loss account within the financial statements.

For the financial year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

**PERSONNEL CHECKS LIMITED**

**BALANCE SHEET (CONTINUED)**

**AS AT 31 MARCH 2021**

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The financial statements were approved by the board of directors and authorised for issue on 23 December 2021 and are signed on its behalf by:

Mr J Mellor  
**Director**

**Company Registration No. 08101751**

## PERSONNEL CHECKS LIMITED

### STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 MARCH 2021

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	Share capital	Share premium account	Profit and loss reserves	Total
	£	£	£	£
<b>Balance at 1 April 2019</b>	100	1,399,900	(185,441)	1,214,559
<b>Year ended 31 March 2020:</b>				
Profit and total comprehensive income for the year	-	-	143,581	143,581
Dividends	-	-	(303,666)	(303,666)
Reduction of shares	-	(1,399,900)	1,399,900	-
<b>Balance at 31 March 2020</b>	100	-	1,054,374	1,054,474
<b>Year ended 31 March 2021:</b>				
Loss and total comprehensive income for the year	-	-	(10,978)	(10,978)
Dividends	-	-	(285,615)	(285,615)
<b>Balance at 31 March 2021</b>	100	-	757,781	757,881

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# PERSONNEL CHECKS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2021**

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### **1 Accounting policies**

#### **Company information**

Personnel Checks Limited is a private company limited by shares incorporated in England and Wales. The registered office is One Cathedral Square, Cathedral Quarter, Blackburn, Lancashire, BB1 1FB.

#### **1.1 Accounting convention**

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

The directors are not aware of any material uncertainties affecting the company and consider that the company will have sufficient resources to continue trading for the foreseeable future. As a result the directors have continued to adopt the going concern basis in preparing the financial statements.

Whilst the directors have adopted the going concern basis set out above, the impact of the worldwide Coronavirus pandemic, Covid-19, on all businesses represents an uncertainty and the true impact of this pandemic will only become apparent over time.

The directors have given due consideration to the impact and potential future impact of the pandemic on the company in arriving at the going concern basis of preparation.

#### **1.3 Turnover**

Turnover represents amounts receivable for services supplied net of VAT and trade discounts.

Income received in relation to DBS checks is recognised in full when the monies are received. These amounts are non-refundable and relate to personnel checks undertaken on behalf of customers. The company uses an independent body to conduct these and incur the charges upon the commencement of the application process.

The company enters into binding non-refundable agreements with local authorities on licensed taxi drivers whereby the local authority has access to such checks on three occasions without further charge and any further checks are charged for. Turnover and profit is recognised at the point of payment and is non-refundable.

# PERSONNEL CHECKS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### 1.4 Intangible fixed assets - goodwill

Goodwill represents the excess of the cost of acquisition of the trade and assets of businesses over the fair value of net assets acquired. It is initially recognised as an asset at cost and is subsequently measured at cost less accumulated amortisation and accumulated impairment losses. Goodwill is considered to have a finite useful life and is amortised on a systematic basis over its expected life, which is 10 years.

For the purposes of impairment testing, goodwill is allocated to the cash-generating units expected to benefit from the acquisition. Cash-generating units to which goodwill has been allocated are tested for impairment at least annually, or more frequently when there is an indication that the unit may be impaired. If the recoverable amount of the cash-generating unit is less than the carrying amount of the unit, the impairment loss is allocated first to reduce the carrying amount of any goodwill allocated to the unit and then to the other assets of the unit pro-rata on the basis of the carrying amount of each asset in the unit.

#### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	33% straight line/25% reducing balance
Fixtures, fittings & equipment	15% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

#### 1.6 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

#### 1.7 Taxation

The tax expense represents the sum of the tax currently payable and deferred tax.

##### **Current tax**

The tax currently payable is based on taxable profit for the year. Taxable profit differs from net profit as reported in the profit and loss account because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the reporting end date.

# PERSONNEL CHECKS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### **Deferred tax**

Deferred tax liabilities are generally recognised for all timing differences and deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Such assets and liabilities are not recognised if the timing difference arises from goodwill or from the initial recognition of other assets and liabilities in a transaction that affects neither the tax profit nor the accounting profit.

The carrying amount of deferred tax assets is reviewed at each reporting end date and reduced to the extent that it is no longer probable that sufficient taxable profits will be available to allow all or part of the asset to be recovered. Deferred tax is calculated at the tax rates that are expected to apply in the period when the liability is settled or the asset is realised. Deferred tax is charged or credited in the profit and loss account, except when it relates to items charged or credited directly to equity, in which case the deferred tax is also dealt with in equity. Deferred tax assets and liabilities are offset when the company has a legally enforceable right to offset current tax assets and liabilities and the deferred tax assets and liabilities relate to taxes levied by the same tax authority.

#### **1.8 Employee benefits**

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.9 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### **1.10 Leases**

Rentals payable under operating leases, including any lease incentives received, are charged to profit or loss on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the leases asset are consumed.

#### **1.11 Government grants**

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

## PERSONNEL CHECKS LIMITED

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

#### 2 Employees

The average monthly number of persons (including directors) employed by the company during the year was:

	2021 Number	2020 Number
Total	17	16

#### 3 Intangible fixed assets

	Goodwill £
<b>Cost</b>	
At 1 April 2020 and 31 March 2021	1,212,083
<b>Amortisation and impairment</b>	
At 1 April 2020	239,760
Amortisation charged for the year	121,208
At 31 March 2021	360,968
<b>Carrying amount</b>	
At 31 March 2021	851,115
At 31 March 2020	972,323

#### 4 Tangible fixed assets

	Plant and machinery etc £
<b>Cost</b>	
At 1 April 2020	130,494
Additions	16,041
At 31 March 2021	146,535
<b>Depreciation and impairment</b>	
At 1 April 2020	35,498
Depreciation charged in the year	26,297
At 31 March 2021	61,795
<b>Carrying amount</b>	
At 31 March 2021	84,740
At 31 March 2020	94,996

## PERSONNEL CHECKS LIMITED

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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<b>5 Debtors</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	84,146	109,897
Other debtors	26,555	22,415
	<u>110,701</u>	<u>132,312</u>
	<u><u>110,701</u></u>	<u><u>132,312</u></u>
<b>6 Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	282,033	222,169
Taxation and social security	64,252	98,463
Other creditors	206,618	205,943
	<u>552,903</u>	<u>526,575</u>
	<u><u>552,903</u></u>	<u><u>526,575</u></u>

## PERSONNEL CHECKS LIMITED

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

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7	Called up share capital	2021	2020
		£	£
	Ordinary share capital		
	Issued and fully paid		
	100 ordinary shares of £1 each	100	100
		<u>          </u>	<u>          </u>

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.