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COMPANY REGISTRATION NUMBER: 06937002

Canterbury Connected CIC
Company Limited by Guarantee
Unaudited Financial Statements
30 September 2018

BURGESS HODGSON LLP

Chartered accountants
Camburgh House
27 New Dover Road
Canterbury
Kent
CT1 3DN

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Canterbury Connected CIC
Company Limited by Guarantee
Financial Statements
Year ended 30 September 2018

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Canterbury Connected CIC

Company Limited by Guarantee

Directors' Report

Year ended 30 September 2018

The directors present their report and the unaudited financial statements of the company for the year ended 30 September 2018.

Business review

The report reflects the activities of Canterbury Connected CIC in running the Canterbury Connected Business Improvement District (BID) in the fourth year of its five year term, from 1st October 2017 to 30th September 2018.

Income is derived from the BID levy, voluntary contributions from six local organisations who are either not levy payers but wish to contribute as they support the BID in its ongoing activities (Lenleys, University of Kent, Canterbury Archaeological Trust, Club Chemistry), or who are levy payers and wish to increase their contribution to reflect their own commitment to what the BID does (Kings School and Canterbury Christ Church University); a Service Level Agreement with Canterbury City Council for the delivery of an agreed action plan (Purple Flag, monthly reporting, Destination Management Plan); commercial income derived from the MyCanterbury marketing and loyalty platform; and sponsorship or contributions to events and projects (Evening and Night Time Economy Conference, Christmas marketing, Cathedral Quarter film).

The year's activities comprised the fourth year of delivering the BID Business Plan, which was voted on and endorsed at the BID Ballot in July 2014. Here are some highlights:

Supporting Business:

- Free utility reduction service (average of £1,365 saved per annum).
- 580 people enjoyed free monthly networking.
- Free training (Visual Display, GDPR, Project Griffin).
- £20,000 invested in business-led initiatives including the new Cathedral Quarter.

Improving the City:

- More Christmas lights added totalling 5 miles of illuminations.
- Purple Flag accreditation for the 7th year (BID took over in 2014).
- Evening & Night time Economy Conference with 70+ in attendance including Kent Police and Press.
- Ambassadors made 5,078 visits to businesses, reporting 1,570+ environmental, antisocial and cleaning issues and welcoming 40,000+ visitors.
- 1 million flowers in 370 hanging floral baskets.
- Completed deep street cleaning on the high street and introduced a pilot programme to tackle graffiti. Expenditure under this heading in the year was much reduced compared to previous years due to budgetary constraints but a greater allocation is budgeted within plans for the BID renewal.

Canterbury Connected CIC

Company Limited by Guarantee

Directors' Report (*continued*)

Year ended 30 September 2018

Promoting Canterbury - Marketing and Events:

- Commissioned and launched Canterbury's new Destination Management Plan in September 2017, a new visitor economy strategy help shape the city-wide promotional strategy over the next six years with a vision for Canterbury to be a 'first class cultural heritage destination'.
- Christmas: 6,000 in attendance at the Lights Switch-On; countywide Christmas marketing campaign reached 2 million; 85 entrants in the annual window display competition (up from 52 in 2016).
- Summer marketing campaign in London encouraging overnight stays was seen 29 million times.
- Events organized or supported by the BID brought 100,000+ people to the city.
- National and international marketing through England's Historic Cities.
- MyCanterbury, the BID's marketing platform, encourages locals to be tourists and shoppers in their own city (65,000 printed guides, 6,000+ followers on social media, 40,000 registered users since launch).

Representing your Voice:

- Lobbied for business interests at 17 steering groups and forums (including roadworks, transport and access, rough sleepers, night time economy, graffiti, heritage and marketing).
- Represented Canterbury at an All Party Parliamentary Group for Town Centres on homelessness and rough sleeping.

The Board agreed in March 2017 to join England's Historic Cities Consortium (EHC) at a cost of £250 per year and also a one-off £20,000 to join the EHC's Discover England Fund project which will generate £1m over two years from participating cities, from summer 2017 to late spring 2019. The £20,000 was split over years 3 and 4.

The Board agreed in June 2017 to commission a new Destination Management Plan (the current plan is five years old and contributed to the development of the BID 1 Business Plan) at a cost of £30,000. The work was carried out and launched in year 4 and is therefore a year 4 expense.

Communications Budget:

The Communications budget line was underspent in years 1 and 2 of the BID. The total Communications budget in years 1-4 was £50,500 compared to a total spend of £48,552.

Going Concern:

The BID will be a going concern over the next twelve months whilst not knowing the result of the ballot at the time of signing off the Accounts. We do not think there will be a material impact and have considered the impact of winding up costs. If the BID has to close down, we have made a provision in the accounts to cover costs.

Canterbury Connected CIC

Company Limited by Guarantee

Directors' Report *(continued)*

Year ended 30 September 2018

Directors

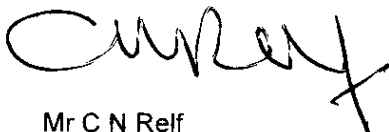
The directors who served the company during the year were as follows:

Mr I W Blackmore	
Mr D J Grimwood	
Mrs T A M Heslop	
Mrs C Hicks	
Mr D Hughes	
Mr M R L Keir	
Mr D J Lilford	
Mr C N Relf	
Mr A T Ridings	
Mr P J Scutt	
Mrs P M Gillespie	
Mr D M Redgate	(Appointed 17 October 2017)
Mr J P Fitter Harding	(Appointed 17 October 2017)
Mr B R Mccaskill	(Appointed 17 October 2017)
Mr K W Elliot	(Appointed 17 October 2017)
Mrs C C Millett	(Appointed 18 October 2017)
Mr D M Redgate	(Appointed 17 October 2017)
Mr R J Brady	(Resigned 18 October 2017)
Mr R C Jones	(Resigned 18 October 2017)
Mr D Kelly	(Resigned 18 October 2017)
Mr J P Licence	(Resigned 18 October 2017)
Mr P R Strong	(Resigned 25 June 2018)

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of directors on 22 May 2019 and signed on behalf of the board by:



Mr C N Relf
Director



Mr P J Scutt
Director

Registered office:
Camburgh House
27 New Dover Road
Canterbury
Kent
United Kingdom
CT1 3DN

Canterbury Connected CIC
Company Limited by Guarantee
Statement of Income and Retained Earnings
Year ended 30 September 2018

	Note	2018 £	2017 £
Turnover		593,396	606,869
Cost of sales		<u>444,886</u>	<u>441,351</u>
Gross profit		148,510	165,518
Administrative expenses		<u>189,701</u>	<u>172,980</u>
Operating loss		(41,191)	(7,462)
Other interest receivable and similar income		<u>28</u>	<u>8</u>
Loss before taxation	6	(41,163)	(7,454)
Tax on loss		<u>5</u>	<u>2</u>
Loss for the financial year and total comprehensive income		<u>(41,168)</u>	<u>(7,456)</u>
Retained earnings at the start of the year		148,283	155,739
Retained earnings at the end of the year		<u>107,115</u>	<u>148,283</u>

All the activities of the company are from continuing operations.

The notes on pages 6 to 9 form part of these financial statements.

Canterbury Connected CIC
Company Limited by Guarantee
Statement of Financial Position
30 September 2018

	Note	2018 £	£	2017 £
Fixed assets				
Tangible assets	7		1,902	1,871
Current assets				
Debtors	8	42,563		55,592
Cash at bank and in hand		91,004		126,244
		<u>133,567</u>		<u>181,836</u>
Creditors: amounts falling due within one year	9	<u>28,354</u>		<u>35,424</u>
Net current assets			<u>105,213</u>	<u>146,412</u>
Total assets less current liabilities			<u>107,115</u>	<u>148,283</u>
Net assets			<u>107,115</u>	<u>148,283</u>
Capital and reserves				
Profit and loss account			<u>107,115</u>	<u>148,283</u>
Members funds			<u>107,115</u>	<u>148,283</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

For the year ending 30 September 2018 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 financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the board of directors and authorised for issue on 22 May 2019 and are signed on behalf of the board by:



Mr C N Relf
Director



Mr P J Scutt
Director

Company registration number: 06937002

The notes on pages 6 to 9 form part of these financial statements.

Canterbury Connected CIC

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 30 September 2018

3. Accounting policies *(continued)*

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the transaction price, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Debt instruments are subsequently measured at amortised cost.

Defined pension contribution plans

Contributions to defined pension contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. Company limited by guarantee

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

5. Employee numbers

The average number of persons employed by the company during the year amounted to 5 (2017: 6).

6. Profit before taxation

Loss before taxation is stated after charging:

	2018	2017
	£	£
Depreciation of tangible assets	1,419	1,027

Canterbury Connected CIC
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 30 September 2018

7. Tangible assets

	Equipment £	Total £
Cost		
At 1 October 2017	3,963	3,963
Additions	1,450	1,450
At 30 September 2018	<u>5,413</u>	<u>5,413</u>
Depreciation		
At 1 October 2017	2,092	2,092
Charge for the year	1,419	1,419
At 30 September 2018	<u>3,511</u>	<u>3,511</u>
Carrying amount		
At 30 September 2018	<u>1,902</u>	<u>1,902</u>
At 30 September 2017	<u>1,871</u>	<u>1,871</u>

8. Debtors

	2018 £	2017 £
Trade debtors	22,327	6,339
Other debtors	20,236	49,253
	<u>42,563</u>	<u>55,592</u>

9. Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	21,937	26,624
Corporation tax	5	2
Social security and other taxes	3,053	2,725
Credit card	558	–
Other creditors	2,801	6,073
	<u>28,354</u>	<u>35,424</u>

Canterbury Connected CIC

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 30 September 2018

10. Related party transactions

Services totalling £29,980 (2017: £30,496) were provided to the company during the year by Think Systems UK Ltd, a company of which A T Ridings is both a director and majority shareholder. At the year end a balance of £1,427 (2017: £227) remained outstanding.

During the period, free services for website hosting and support have been provided by Think Systems UK Ltd (trading as CloudSpace). These transactions arise as a result of A T Ridings' involvement with both companies.

During the year, the company raised invoices totalling £30,084 (2017: £29,760) to My Town My City Ltd, a company of which A T Ridings is a director and controlling shareholder. £8,882 (2017: £5,139) was outstanding at the year end. The company has an arrangement with My Town My City Ltd to receive 100% of the income generated from the My Town My City platform.

The income generated from the BID's use of this platform is used to defray the costs of printing the city guides and running the website.

During the year, the company supported the following events in the city centre with which some BID directors had a voluntary involvement but no control: Pride Canterbury (£4,000), bOing International Family Festival for city-centre activity (£2,500), City Sound Project in the Park (£3,000), Canterbury Festival (£5,000) and the Shakespeare Festival (£500).

During the year Canterbury City Council paid the company £19,000 (2017: £22,500) to carry out the following services: reporting on vacancy rates, footfall, visitor and shopper feedback and sales performance; co-ordinating and delivering of the Destination Management Plan; and managing of the Purple Flag accreditation process.

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CIC 34

Community Interest Company Report

For official use
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*Please
complete in
typescript, or
in bold black
capitals.*

**Company Name in
full**

CANTERBURY CONNECTED CIC

Company Number

06937002

Year Ending

30 TH SEPTEMBER 2018

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

Canterbury Connected CIC delivers the Canterbury Connected Business Improvement District (BID) Business Plan, investing funds raised by the mandatory levy paid by the 650 businesses within the BID area in the city, in order to make Canterbury a profitable place in which to do business.

Key Projects:

Strong Brand: County-wide Christmas marketing campaign, reaching 2 million; investment in the Visit Kent multi-media campaign in London with 29 million impressions; over 105,000 visitors to BID supported festivals in the city, including the award-winning Medieval Pageant; 40,000 registered MyCanterbury users since launch with 65,000 guides distributed annually.

Superb Destination: Summer floral displays with 1 million flowers displayed in 370 hanging baskets across the city; 5 miles of Christmas lights using 118,000 LED lights from November to January across the city; 5,000 visits made to levy payers by the BID Ambassadors who reported over 1,500 street issues; Purple Flag accreditation for a safe and diverse evening and night time economy secured for the seventh year.

Great Centre for Business: Supporting city centre businesses and organisations through free monthly networking events attended by over 580 local business people; - free utility reduction service taken up by 26 businesses, saving an average of £1,365 per annum; - free training events on Visual Display, GDPR and Project Griffin; £20,000 invested in business-led initiatives including the new Cathedral Quarter.

Connected City: Representing businesses at 17 steering groups and forums including heritage, rough sleepers, the night time economy and graffiti – ensuring the voice of business is heard.

(Please continue on separate continuation sheet if necessary.)

PART 2 – CONSULTATION WITH STAKEHOLDERS – *Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.*

The Company has a range of stakeholders as follows:

650 levy paying businesses: 16 levy paying businesses/organisations and two observers from local residents' groups are on the BID Board to represent their interests and provide two-way communication.

Canterbury City Council (levy payer): BID delivers a Service Level Agreement (SLA) for which it is paid £19k by CCC pa.

Voluntary Contributions: 6 organisations contribute voluntarily to the BID to a value of £21k pa as either they do not qualify as levy payers and want to support the work of the BID (e.g. University of Kent, Lenleys), or they are categorised as charities for levy collection purposes but wish to increase their contribution to reflect their actual status in the BID community (e.g. Kings School, Canterbury Christ Church University).

Consultation has taken place in the following ways in the last year:

- Multiple one to one meetings between the BID team, Board and levy paying businesses throughout the year;
- Monthly networking, free to levy payers;
- Monthly newsletters, with frequent requests for feedback on issues;
- Annual General Meeting held in May 2019;
- BID Ambassadors visit levy payers weekly, recording feedback and passing on issues on an online database accessed by the BID team daily.

All of these opportunities are available to all of the above stakeholders.

PART 3 – DIRECTORS' REMUNERATION – *if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.*

Details with respect to the director's salary and pension costs can be found on page 13 of the financial accounts. There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for directors' loss of office, which require to be disclosed and the Board directors are not paid.

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – *Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.*

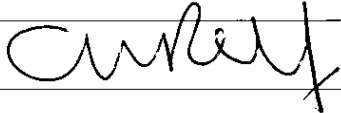
No transfers of assets other than for full consideration have been made.

(Please continue on separate continuation sheet if necessary.)

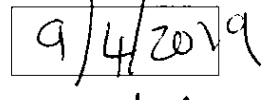
PART 5 – SIGNATORY


The original report must be signed by a director or secretary of the company

Signed



Date



Office held (delete as appropriate) Director/Secretary 

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Tel	
DX Number	DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)