



**WEST SUSSEX ALC LIMITED**

**ANNUAL REPORT & ACCOUNTS**

**INCLUDING**

**SSALC LIMITED ACCOUNTS**

**2018/2019**

Company No. 8500937 – Incorporated England & Wales  
Registered Address:  
Suite C 2<sup>nd</sup> Floor Sackville House, Brooks Close, Lewes,  
East Sussex, BN7 2FZ

TELEPHONE: 01273 830200  
[www.ssalc.co.uk](http://www.ssalc.co.uk)

Email: [trevor.leggo@ssalc.co.uk](mailto:trevor.leggo@ssalc.co.uk)  
[anne.bott@ssalc.co.uk](mailto:anne.bott@ssalc.co.uk)  
[anna.beams@ssalc.co.uk](mailto:anna.beams@ssalc.co.uk)  
[finance@ssalc.co.uk](mailto:finance@ssalc.co.uk)

The Associations are affiliated to the National Association of Local Councils



**West Sussex ALC Ltd. Board  
of Directors 2018/19**

**Chairman / Horsham District Association (DA)**

**Vice Chairman / Chichester DA**

**Adur DA**

**Arun DA**

**Arun DA**

**Chichester DA**

**Horsham DA**

**Mid Sussex DA**

**Mid Sussex DA**

**Company Secretary**

**Hon. Solicitor**

The President and Vice Presidents are ex officio members of the Board

Cllr T Oliver

Cllr M Beal

Cllr T Nicklen

Cllr A Gardiner

Vacant

Cllr L Pocock

Cllr V Court

Cllr R Jackson

Cllr I Gibson

Mark Mulberry

Roger Taylor

**West Sussex ALC Ltd. Officials**

**President**

**Vice Presidents**

Michael Chater OBE

The Earl of Lytton DL

Cllr A Grant

Dr J Godfrey DL

**Chief Executive Officer**

Trevor Leggo

**Assistant CEO**

**Office, Training & Events Manager**

**Admin & Finance Assistant**

Mrs Anne Bott

Mrs Anna Beams

Mrs Jodi Wilson

**Auditors**

Williams & Co

8/10 South Street

Epsom

Surrey

KY18 7PF

## Representation on Other Bodies

### **SSALC Ltd. Board**

Cllr V Court  
Cllr A Gardiner  
Cllr R Jackson  
Cllr T Oliver

Mark Mulberry  
Roger Taylor

The President, Vice Presidents, Hon. Solicitor & Treasurer are ex officio members of the Board

### **The Council of the National Association of Local Councils**

Cllr R Jackson

### **The Annual General Meeting of the National Association of Local Councils**

Cllr M Beal  
Cllr T Oliver  
Cllr R Jackson

### **South Downs National Park Authority Parish Council & Parish Meeting Elected Representatives**

Cllr A Aylesbury  
Cllr T Burr

### **West Sussex Representative at SDNP meetings**

Cllr R Jackson

### **West Sussex Co-operative**

Cllr R Jackson

### **Arun & Chichester Citizens Advice Bureau**

Vacant

### **Community resilience Group, Horsham**

Cllr A Grant, Vice President

## District Associations

### **Adur District**

c/o SALC

### **Chichester Sub-District**

#### **Chairman**

Cllr M Beal

#### **Secretary**

Greg Burt  
c/o Billingshurst PC  
Council Offices  
Billingshurst  
Centre  
Roman Way  
Billingshurst  
West Sussex  
RH14 9QW

### **Arun District**

#### **Chairman**

Cllr T Gardiner

#### **Secretary**

Andrew Gardiner  
c/o Yapton PC  
38 Ruskin Avenue  
North Bersted  
Bognor Regis  
West Sussex  
PO21 5BW

### **Horsham District**

#### **Chairman**

Cllr V Court

#### **Secretary**

Beverley Bell  
c/o Cranleigh PC  
Council Offices  
Village Way  
Cranleigh  
Surrey  
GU6 8AF

### **Mid Sussex District**

### **Midhurst Sub-District**

**Chairman**  
Cllr Ian Gibson

**Secretary**  
TBC

c/o SALC

**Petworth Sub-District**

c/o SALC

**West Sussex Members**

PM = Parish Meeting

TC = Town Council

**Adur District**

Lancing

Sompting

**Arun District**

Aldingbourne

Aldwick

Angmering

Arundel (TC)

Barnham & Eastergate

Bersted

Bognor Regis (TC)

Clapham

Clymping

East Preston

Felpham

Ferring

Findon

Ford

Kingston

Littlehampton (TC)

Lyminster & Crossbush

Pagham

Patching

Rustington

Slindon

Walberton

Warningcamp (PM)

Yapton

**Chichester District**

Apuldram (PM)

Birdham

Bosham

Boxgrove

Chichester City

Chidham & Hambrook

Compton

Donnington

Earnley

East Wittering

Fishbourne

Funtington

Hunston

Lavant

Marden (PM)

North Mundham

Oving

Selsey (TC)

Sidlesham

Singleton

Southbourne

Stoughton

Tan

West Dean

West Itchenor

West Wittering

Westbourne

Westhampnet

**Midhurst Sub-District**

Bepton

Cocking

Easebourne

East Lavington

Elsted and Treyford

Fernhurst

Graffham

Harting

Heyshott

Lodsworth

Lurgashall

Lynchmere

Midhurst (TC)

Milland

Stedham with Iping

Tillington

West Lavington

Woolbeding with Redford

**Petworth Sub-District**

Bury  
Duncton  
Ebernoe  
Fittleworth

Petworth (TC)  
Kirdford  
Loxwood  
Northchapel

Plaistow & Ifold  
Sutton & Barlavington  
Wisborough Green

**Horsham District**

Amberley  
Ashington  
Ashurst  
Billingshurst  
Bramber  
Broadbridge Heath  
Coldwaltham  
Colgate  
Cowfold  
Henfield

Itchingfield  
Lower Beeding  
North Horsham  
Nuthurst  
Parham  
Pulborough  
Rudgwick  
Rusper  
Shermanbury  
Shipley

Southwater  
Steyning  
Storrington & Sullington  
Thakeham  
Upper Beeding  
Warnham  
Washington  
West Chiltington  
Wiston  
Woodmancote

**Mid Sussex District**

Albourne  
Ansty & Staplefield  
Ardingly  
Ashurst Wood  
Balcombe  
Bolney  
Cuckfield  
East Grinstead (TC)  
Fulking

Hassocks  
Horsted Keynes  
Hurstpierpoint & Sayers  
Common  
Haywards Heath (TC)  
Lindfield  
Lindfield Rural  
Newtimber (PM)

Poynings  
Pyecombe  
Slaugham  
Turners Hill  
Twineham  
West Hoathly  
Worth

**West Sussex Non-Members****Adur District**

Coombes (PM)

**Mid Sussex District****Horsham District**

West Grinstead  
Slinfold

**Arun District**

Burpham (PM)  
Houghton (PM)  
Madehurst (PM)  
Middleton on Sea  
Poling (PM)  
South Stoke (PM)

**Chichester District**

Bignor (PM)  
Eartham (PM)  
East Dean  
Linch (PM)  
Rogate  
Stopham (PM)  
Upwaltham (PM)  
West Thorney (PM)  
Trotton with Chithurst



## Chairmens' Report

As we look back over 2018/19 it is remarkable how quickly time flies; we started in May 2018 with concern generated by the prospect of General Data Protection Regulations [GDPR] coming into force, for most of us that is a distant memory with GDPR having settled down without the world coming to an end !

A major area of activity for SSALC has been in the area of Health & Wellbeing and developing effective relationships with relevant agencies. It was encouraging for us to witness the NALC Project of the Year Award to WSALC for its work on Health & Wellbeing at the Conference in October last year; WSALC continues to encourage its member councils to provide support for vulnerable residents within their communities. Surrey ALC has also embraced the initiative under the leadership of Dr Richard Olliver and a picture of local council involvement across Surrey is beginning to emerge.

Much of the year was taken up planning for the elections in May 2019, it quickly became apparent that many of our very established councillors would be standing down with the prospect of some councils struggling to attract enough candidates. One reason for councillors losing interest is the increasing impact of adverse social media with councils and councillors being an easy target for disenchanted residents; this of course mirrors society as a whole and will probably increase in the current political climate.

Many of our councils have experienced poor behaviour on the part of some councillors, it can have a draining effect upon the council and give local governance a bad name in that community. This can lead to resignations on the part of staff and councillors and a reluctance of others to come forward for co-option and, in the case of the Clerk leaving, difficulty in attracting applicants for the vacancy.

At the end of January 2019 the Committee on Standards in Public Life reported to the Prime Minister and inter alia, recommended reinstatement of sanctions that the Monitoring Officer might apply in the event of proven transgression from the Code of Conduct. It is unfortunate that the publication of this Report occurred at a time when Parliament was unable to introduce and consider the primary legislation necessary to amend the 2011 Act to reinstate sanctions. Realistically we cannot foresee any early solution to this problem. On a positive note we believe SSALC continues to deliver a responsive service to our member councils; we seek to address through training, matters of concern to our councils and offer major events such as two Clerks' Networking Days, a Legal & Finance Day and a Chairmans' Networking Day each year. These are in addition to the planned and ad hoc Briefing & Awareness Sessions for councillors, new Clerk induction sessions, various Finance briefings, Planning training, Health & Safety briefings and Clerks Development training; all told something in excess of 60 separate events in a normal year.

In terms of membership we are very pleased to report that in East Sussex we have all 102 councils in membership, in Surrey all except one of the 78 councils subscribe to membership and in West Sussex we have 5 councils out of 140 who choose not to be members. We are not complacent and realise that we are only as good as the value for money and quality of service we provide; we would encourage Chairmen of our local councils to contact the Chairs of their respective County Association and provide them with comments and observations on the service of SSALC. This is particularly important as the Chairs are planning to carry out an overall strategic review in 2019/20 and your input is essential.



At a national level we are working closer with NALC which has commenced its own reorganisation and appointed a new employee as Head of Member Services with the objective of improving the way NALC engages with CALCs and member councils.

We cannot offer any service without dedicated staff and professional associates and we extend our thanks for their support.

We also extend our grateful thanks to our Presidents and Vice Presidents and Board Members for their wisdom and support.

Terry Oliver  
Chairman  
WSALC

Keith Stevens  
Chairman  
ESALC

Harry Fitzgerald  
Chairman  
Surrey ALC

**WEST SUSSEX ALC LIMITED**  
**REPORT OF THE DIRECTORS AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING 31 MARCH 2019**

**Report of the Directors and  
Unaudited Financial Statements  
for the Year Ended 31 March 2019  
for  
West Sussex Alc Limited**

West Sussex ALC Limited

**Contents of the Financial Statements  
for the Year Ended 31 March 2019**

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	<b>Page</b>
<b>Company Information</b>	1
<b>Report of the Directors</b>	2
<b>Income Statement</b>	3
<b>Balance Sheet</b>	4
<b>Notes to the Financial Statements</b>	5
<b>Chartered Accountants' Report</b>	6
<b>Detailed Income and Expenditure Account</b>	7

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West Sussex Alc Limited

**Company Information  
for the Year Ended 31 March 2019**

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**DIRECTORS:** M A Sco  
Mrs V M Court  
Councillor A F A Gardiner  
R T H Jackson  
M L Mulberry BA (Hons) FCGA CTA  
R S Taylor  
T Oliver  
L Pocock  
A Nikken  
Dr L P Gibson

**SECRETARY:** Mulberry Secretarial Services Limited

**REGISTERED OFFICE:** Suite C  
2nd Floor backville House  
Brooks Close  
Leves  
East Sussex  
BN17 2HZ

**REGISTERED NUMBER:** 08500937 (England and Wales)

**ACCOUNTANTS:** Williams & Co Chartered Accountants  
8-10 South Street  
Epsom  
Surrey  
KT16 7PF

**SOLICITORS:** Hedleys Solicitors LLP  
6 Bishopmead Parade  
East Horsely  
Surrey  
KT24 6SR

West Sussex Aic Limited

**Report of the Directors  
for the Year Ended 31 March 2019**

The directors present their report with the financial statements of the company for the year ended 31 March 2019.

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was that of a membership organisation for Town and Parish Councils in West Sussex.

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1 April 2018 to the date of this report.

M A Deel  
Mrs V M Court  
Councillor A E A Gardiner  
R T H Jackson  
M L Mulberry BA (Hons) FICCA CTA  
R S Taylor  
T Oliver  
I Pevock  
A Nicklen

Other changes in directors holding office are as follows:

Dr I P Gibson - appointed 12 April 2018

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:**

  
.....  
Mulberry Secretarial Services Limited - Secretary

Date: 28/7/19.....

West Sussex Ale Limited

Income Statement  
for the Year Ended 31 March 2019

	31.3.19	31.3.18
Notes	£	£
<b>TURNOVER</b>	112,153	110,897
Cost of sales	<u>(28,890)</u>	<u>(28,329)</u>
<b>GROSS SURPLUS</b>	83,263	82,568
Administrative expenses	<u>(52,194)</u>	<u>(35,104)</u>
<b>OPERATING SURPLUS/(DEFICIT) and SURPLUS/(DEFICIT) BEFORE TAXATION</b>	31,069	(12,536)
Tax on surplus/(deficit)	<u>-</u>	<u>-</u>
<b>SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR</b>	<u>31,069</u>	<u>(12,536)</u>

The notes form part of these financial statements

West Sussex Aic Limited (Registered number: 08500937)

Balance Sheet  
31 March 2019

	Notes	31.3.19 £	31.3.18 £
<b>CURRENT ASSETS</b>			
Debtors	2	-	2
Cash at bank		19,643	4,523
		19,643	4,525
<b>CREDITORS</b>			
Amounts falling due within one year	3	(10,321)	(26,272)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>9,322</u>	<u>(21,747)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>9,322</u>	<u>(21,747)</u>
<b>RESERVES</b>			
Income and expenditure account		9,322	(21,747)
		<u>9,322</u>	<u>(21,747)</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

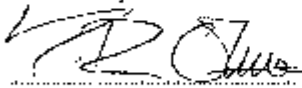
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.


The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 30.07.2019 and were signed on its behalf by:

  
.....  
T Oliver - Director

  
.....  
A Nicklen - Director

The notes form part of these financial statements



**Notes to the Financial Statements  
for the Year Ended 31 March 2019**

**1. 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.

**Turnover**

Turnover represents membership subscriptions and NALC affiliation fees.

**Taxation**

Taxation for the year comprises current and deferred tax. Tax is recognised in the 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.

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

	31.3.19	31.3.18
	£	£
Other debtors	-	2
	<u>          </u>	<u>          </u>

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

	31.3.19	31.3.18
	£	£
Payments on account	2,221	-
Trade creditors	8,100	26,272
	<u>10,321</u>	<u>26,272</u>

**Chartered Accountants' Report to the Board of Directors  
on the Unaudited Financial Statements of  
West Sussex Aic Limited**

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of West Sussex Aic Limited for the year ended 31 March 2019 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 Board of Directors of West Sussex Aic Limited, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of West Sussex Aic Limited and state those matters that we have agreed to state to the Board of Directors of West Sussex Aic Limited, as a body, 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 West Sussex Aic Limited and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that West Sussex Aic Limited 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 West Sussex Aic Limited. You consider that West Sussex Aic Limited 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 West Sussex Aic Limited. 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.



Williams & Co Chartered Accountants  
8-10 South Street  
Epsom  
Surrey  
KT18 7DF

Date: 30th July 2019

This page does not form part of the statutory financial statements

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West Sussex Alc Limited

Detailed Income and Expenditure Account  
for the Year Ended 31 March 2019

	31.3.19		31.3.18	
	£	£	£	£
<b>Turnover</b>				
Membership subscriptions	83,384		62,581	
NALC affiliation fees	<u>28,790</u>		<u>28,316</u>	
		112,153		110,897
<b>Cost of sales</b>				
Affiliation fees		<u>28,890</u>		<u>24,329</u>
<b>GROSS SURPLUS</b>		83,263		82,568
<b>Expenditure</b>				
Accountancy	-		10	
SSALC management charges	52,181		95,061	
Legal fees	<u>13</u>		<u>13</u>	
		52,194		95,101
<b>NET SURPLUS/(DEFICIT)</b>		<u>31,069</u>		<u>(12,536)</u>

This page does not form part of the statutory financial statements.

**SSALC LIMITED**  
**REPORT OF THE DIRECTORS & FINANCIAL STATEMENTS FOR**  
**THE YEAR ENDING 31 MARCH 2019**

**Report of the Directors and  
Unaudited Financial Statements  
for the Year Ended 31 March 2019  
for  
Ssac Limited**

**Saalc Limited**

**Contents of the Financial Statements  
for the Year Ended 31 March 2019**

---

	<b>Page</b>
<b>Company Information</b>	1
<b>Report of the Directors</b>	2
<b>Income Statement</b>	3
<b>Balance Sheet</b>	4
<b>Notes to the Financial Statements</b>	5
<b>Chartered Accountants' Report</b>	7
<b>Trading and Profit and Loss Account</b>	8

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Ssaic Limited

**Company Information**  
for the Year Ended 31 March 2019

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**DIRECTORS:** Mr M L Mulberry BA (Hons) FCCA CTA  
Dr R J Oliver  
Mr K B D Stevens  
Mr R S Taylor  
Mrs K J Moss  
Mrs V M Court  
Mr H Fitzgerald  
Mr N A Beal  
Mr T Oliver  
Mr A Nicken  
Mr P N B Pendue  
Mr S M Mdachian  
Mr S W Casser

**SECRETARY:** Mulberry Secretarial Services Limited

**REGISTERED OFFICE:** Suite C  
2nd Floor Sackville House  
Brooks Close  
LEWES  
East Sussex  
BN7 2FZ

**REGISTERED NUMBER:** 06512101 (England and Wales)

**ACCOUNTANTS:** Williams & Co Chartered Accountants  
6-10 South Street  
Epsom  
Surrey  
KT18 7PF

Ssalc Limited

**Report of the Directors  
for the Year Ended 31 March 2019**

The directors present their report with the financial statements of the company for the year ended 31 March 2019.

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was that of a provider of management and training services to the associations and their members of local councils in East Sussex, West Sussex and Surrey.

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1 April 2018 to the date of this report.

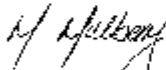
Mr M L Mulberry BA (Hons) FCCA CTA  
Dr R J Oliver  
Mr K B D Stevens  
Mr R S Taylor  
Mrs K J Muss  
Mrs V K Court  
Mr H Fitzgerald  
Mr M A Dean  
Mr T Oliver  
Mr A Nicklen

Other changes in directors holding office are as follows:


Mr P V B Pentec - appointed 15 November 2018  
Mr S M McEachlan - appointed 12 April 2018  
Mr S W Cosser - appointed 12 February 2019

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:**



.....  
Mulberry Secretarial Services Limited - Secretary

Date:  .....



**Ssalc Limited**

**Income Statement  
for the Year Ended 31 March 2019**

	Notes	31.3.19 £	31.3.18 £
<b>TURNOVER</b>		228,035	312,870
Cost of sales		<u>(48,268)</u>	<u>(68,172)</u>
<b>GROSS PROFIT</b>		179,767	244,698
Administrative expenses		<u>(229,542)</u>	<u>(255,702)</u>
		(49,775)	(11,004)
Other operating income		-	8,813
<b>OPERATING LOSS</b>		<u>(49,775)</u>	<u>(2,171)</u>
Interest receivable and similar income		<u>497</u>	<u>2</u>
<b>LOSS BEFORE TAXATION</b>		<u>(49,278)</u>	<u>(2,169)</u>
Tax on loss		-	-
<b>LOSS FOR THE FINANCIAL YEAR</b>		<u><u>(49,278)</u></u>	<u><u>(2,169)</u></u>

The notes form part of these financial statements

Sealc Limited (Registered number: 08512101)

Balance Sheet  
31 March 2019

	Notes	31.3.19 £	31.3.18 £
<b>CURRENT ASSETS</b>			
Debtors	3	43,346	35,195
Cash at bank and in hand		56,907	68,885
		<u>100,253</u>	<u>154,080</u>
<b>CREDITORS</b>			
Amounts falling due within one year	1	(12,647)	(17,196)
<b>NET CURRENT ASSETS</b>		<u>87,606</u>	<u>136,884</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>87,606</u>	<u>136,884</u>
<b>CAPITAL AND RESERVES</b>			
Called up share capital		3	3
Retained earnings		87,603	136,881
<b>SHAREHOLDERS' FUNDS</b>		<u>87,606</u>	<u>136,884</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

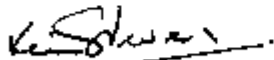
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.


The directors acknowledge their responsibilities for:


- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 01.08.2019 and were signed on its behalf by:

  
.....  
Mr K B D Stevens - Director

  
.....  
Mr T Oliver - Director

  
.....  
Mr H Fitzgerald - Director

The notes form part of these financial statements

**Notes to the Financial Statements  
for the Year Ended 31 March 2019**

**1. 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.

**Turnover**

Turnover represents membership subscriptions and NALC affiliation fees.

**Taxation**

Taxation for the year comprises current and deferred tax. Tax is recognised in the 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.

**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.

**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.

**2. EMPLOYEES AND DIRECTORS**

	31.3.19	31.3.18
	£	£
Wages and salaries	129,242	145,868
Social security costs	9,209	10,145
Other pension costs	2,473	2,829
	<u>140,924</u>	<u>158,862</u>
The average number of employees during the year was as follows:		
	31.3.19	31.3.18
Administrative Staff	<u>4</u>	<u>6</u>

In 2014 all remuneration was paid by Action In Rural Sussex as part of the then service level agreement that was in place. Since 1st April 2014 the company has had its own payroll scheme in place.

Ssalc Limited

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2019**

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

	31.3.19	31.3.18
	£	£
Trade debtors	34,939	77,598
Amounts due from Associations	-	256
VAT	-	347
Prepayments and accrued income	5,407	6,994
	<u>43,346</u>	<u>85,195</u>

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

	31.3.19	31.3.18
	£	£
Amounts due to Associations	-	4
Trade creditors	4,615	12,336
Social security and other taxes	3,147	4,828
VAT	689	-
Other creditors	3	3
Credit card	-	15
Accrued expenses	1,793	-
	<u>12,647</u>	<u>17,196</u>

**5. VAT GROUP ELECTION**

The company holds a VAT group election with East Sussex ALC Limited, West Sussex ALC Limited and Surrey ALC Limited.

**Chartered Accountants' Report to the Board of Directors  
on the Unaudited Financial Statements of  
Ssalc Limited**

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Ssalc Limited for the year ended 31 March 2019 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 Board of Directors of Ssalc Limited, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Ssalc Limited and state those matters that we have agreed to state to the Board of Directors of Ssalc Limited, as a body, in this report in accordance with ICAEW Technical Release 07/15AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Ssalc Limited and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Ssalc Limited 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 loss of Ssalc Limited. You consider that Ssalc Limited 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 Ssalc Limited. 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.



Williams & Co Chartered Accountants  
8-10 South Street  
Epsom  
Surrey  
KT18 7PF

Date: 1st August 2019

This page does not form part of the statutory financial statements

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**Ssalc Limited**

**Trading and Profit and Loss Account  
for the Year Ended 31 March 2019**

	31.3.18		31.3.18	
	£	£	£	£
<b>Turnover</b>				
Membership subscriptions	137,158		216,094	
Sales of literature - LCR	3,961		17	
Sales of literature - General	956		1,240	
Courses	78,270		92,519	
Commercial activities	8,090		3,900	
		228,325		312,870
<b>Cost of sales</b>				
Courses	37,610		55,200	
SERCAF Contributions & costs	921		301	
Literature - LCR	3,478		4,164	
Literature - General	1,774		3,218	
Grant Expenditure	1,000		1,735	
Support services	3,125		7,557	
		48,208		68,172
<b>GROSS PROFIT</b>		179,767		241,698
<b>Other Income</b>				
Government grants	-		8,833	
Deposit account interest	497		2	
		497		8,835
		160,264		252,533
<b>Expenditure</b>				
Rent	14,070		14,070	
Rates and water	5,592		6,779	
Insurance	1,407		1,379	
Wages	129,242		145,888	
Social security	9,709		10,145	
Pensions	2,473		2,829	
Other staff costs	5,943		2,157	
Telephone	3,300		3,058	
Post and stationery	8,748		10,510	
Travelling	9,714		11,855	
IT and website	13,625		12,515	
Room Hire & Refreshments	7,777		13,708	
Printing expenses	1,431		1,081	
Accountancy	7,368		13,569	
Legal & Professional fees	12,549		6,060	
Bad debts	1,073		-	
		229,510		255,572
Carried forward		(49,246)		(2,137)

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Seale Limited

**Trading and Profit and Loss Account  
for the Year Ended 31 March 2019**

	31.3.19		31.3.18	
	£	£	£	£
Brought forward		(49,246)		(2,137)
<b>Finance costs</b>				
Credit card		32		32
<b>NET LOSS</b>		<u>(49,278)</u>		<u>(2,169)</u>

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