

**THE CARDIFF PROPERTY plc**  
**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2013**



# THE CARDIFF PROPERTY plc

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The group, including Campmoss, specialises in property investment and development in the Thames Valley.

The total portfolio under management, valued in excess of £33m, is primarily located to the west of London, close to Heathrow Airport and in Surrey and Berkshire.

## OUR MISSION

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The group seeks to enhance shareholder value by developing its property portfolio and through strategic acquisitions.

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“The prospects for further growth in the UK economy and continued stability in European Markets have increased confidence in the Thames Valley commercial and residential property markets. The volume of letting enquiries has increased although where new lettings have been achieved rental levels for commercial space remain unchanged and lease terms are relatively short term and continue to include tenant incentives.”

**J Richard Wollenberg**  
Chairman

## FINANCIAL HIGHLIGHTS

		2013	2012
<b>Net Assets</b>	£'000	<b>16,889</b>	15,940
<b>Net Assets Per Share</b>	pence	<b>1,277</b>	1,205
<b>Profit Before Tax</b>	£'000	<b>1,319</b>	435
<b>Earnings Per Share – Basic</b>	pence	<b>94.20</b>	26.50
<b>Dividend Per Share</b>	pence	<b>12.55</b>	12.30
<b>Gearing</b>	%	<b>nil</b>	nil

## LOCATIONS

The group specialises in property investment and development in the Thames Valley.



### BRACKNELL

#### Brickfields\*

16 business units and one office unit totalling 35,000 sq ft. Tenants include Kingston Communications plc, Verizon UK, BSS Group, Reeves Butchers and National Car Rental producing £254,000 pa. 2 units available.

#### 1-10 Market Street\*

11 retail units on ground and first floor totalling 7,900 sq ft. Let primarily to local businesses on short to medium term leases producing £138,000 pa. 1 unit available.

#### 25 Market Street\*

2 industrial units and 2 bedroom apartment over, totalling 6,000 sq ft. The industrial units are let on short and medium term leases and the residential unit is let on an Assured Shorthold Tenancy. Total rental £48,000 pa.

#### Gowring House and adjacent business unit\*

25,000 sq ft building comprising three ground floor retail units, five upper floors of offices and an adjacent business unit. Two ground floor retail units, the first and second floors and the adjacent business unit are let on short and medium term leases. 1 retail unit available. Total rental £135,000 pa. The three upper floors are currently being refurbished to achieve 18, 1 and 2 bedroomed apartments.

### BURNHAM

#### The Priory\*

26,000 sq ft headquarters office building. 9,000 sq ft used as a business centre and three floors of adjacent offices. Tenants include Click Software, Pharmaxis and BEST producing gross income of £420,000 pa. 1 floor of offices available.

### CARDIFF

#### Mail Sorting Centre

14,650 sq ft let to The Royal Mail at £40,000 pa.

### EGHAM

#### Station Road

Company head office totalling 1,200 sq ft.

#### Heritage Court

4 retail and office units totalling 3,000 sq ft producing £51,000 pa. 1 unit available.

#### Runnymede Road

Residential property adjacent to The White House. Let on an Assured Shorthold Tenancy producing £12,000 pa.

### The White House

5 retail units with one floor of offices over totalling 12,000 sq ft. Tenants include Boots, Shaw Trust and Shelter, producing £152,000 pa. Part of the first floor offices available.

### GUILDFORD

#### Tangley Place, Worplesdon\*

78 bedroom, three storey care home completed in 2012 and let on a long lease to Barchester Healthcare Homes at £816,000 pa.

### MAIDENHEAD

#### Clivemont House\*

Building demolished. Planning approval for new 49,000 sq ft net B1 office scheme. Agents appointed to seek a pre-letting. Available 2015.

#### Highway House\*

Building demolished. Planning approval for a new 45,000 sq ft net B1 office scheme. Agents appointed to seek a pre-letting. Available 2015.

#### Maidenhead Enterprise Centre

6 business units let to local businesses on short and medium term leases totalling 14,000 sq ft producing £65,000 pa. 2 units available.

### SLOUGH

#### Datchet Meadows\*

Development of 37 apartments. 17 units have been sold, of which six were sold during the financial year and one since the year end. A further 4 are currently under offer and 16 are let on Assured Shorthold Tenancies.

### WINDSOR

#### Windsor Business Centre

4 business units totalling 9,500 sq ft let on short term leases producing £150,000 pa. Tenants include Joyce Meyer Ministries and ETAP.

### WOKING

#### Britannia Wharf\*

27,743 sq ft net office building let on short term leases to DB Apparel, Vertex and Ventyx producing £580,000 pa. Lower ground floor offices available.

\*Owned by jointly controlled entity

## CHAIRMAN'S STATEMENT AND PROPERTY REVIEW

### Dear Shareholder

The prospects for further growth in the UK economy and continued stability in European Markets have increased confidence in the Thames Valley commercial and residential property markets. The volume of letting enquiries has increased although where new lettings have been achieved rental levels for commercial space remain unchanged and lease terms are relatively short term and continue to include tenant incentives.

A number of speculative office schemes have commenced construction in the Thames Valley but these are primarily located close to London and in the vicinity of Heathrow Airport. The availability of second hand commercial space in the Thames Valley continues to be an obstacle to any sustained recovery in rental levels. However in certain Berkshire based locations, following the recent government initiative relaxing rules on conversion of offices to alternative uses, sales of secondary office buildings has reduced the overhang of such office stock. The group's residential scheme at Gowring House, Bracknell has taken advantage of this planning initiative.

The commercial property investment market is experiencing an increase in activity although investment yields remain unchanged depending, as always, on location, lease term and covenant strength.

Confidence in the Berkshire and Surrey residential market is improving, reflecting the national trend. Low interest rates, government initiatives and availability of mortgage finance have led to an increasing number of first time buyers. Rental levels have retained the marginal improvement achieved last year.

### FINANCIAL

For the year to 30 September 2013 the group profit before tax was £1.32m (2012: £0.44m). This figure includes a net revaluation deficit of £0.13m (2012: deficit £0.02m) in respect of the group and a profit of £1.07m (2012: £0.03m) in respect of our after tax share of Campmoss Property Company Limited, our 47.62% jointly controlled entity.

Revenue for the year, excluding Campmoss, totalled £0.49m (2012: £0.52m) representing gross rental income. The group's share of revenue of Campmoss was £2.16m (2012: £1.09m) representing gross rental income of £1.52m (2012: £1.09m) and property sales of £0.64m (2012: nil). These latter figures are not included in group revenue.

The profit after tax attributable to shareholders for the financial year was £1.25m (2012: £0.35m) and the earnings per share was 94.2p (2012: 26.5p).

The commercial and residential investment portfolio valued annually by Cushman & Wakefield LLP and Nevin & Wright respectively totalled £3.84m (2012: £3.98m). This value excludes own use freehold property, which is included under property, plant and expenditure in the balance sheet and which is held at valuation, together with property under development or refurbishment. All such property is held for resale and held as stock at the lower of cost or market value. At the year end, such stock represented commercial property at The Windsor Business Centre. The group's total property portfolio including the Campmoss investment and development portfolio, was valued at £33.17m (2012: £33.86m). The company's share of the net assets of Campmoss amounted to £7.29m (2012: £6.22m).

Net assets at the year end were £16.89m (2012: £15.94m) equivalent to 1,277p per share (2012: 1,205p) an increase of 5.98% over the year (2012: 2.64%).

The group, including Campmoss, has adequate financial facilities and resources to complete the current development and refurbishment programme.

Cash balances are placed on short term deposit. At the year end the company had nil gearing (2012: nil).

Although the company did not purchase any ordinary shares for cancellation during the year, your directors are proposing a renewal of the annual authority to acquire shares and to approve the Rule 9 Waiver. Both will be included in the resolutions being placed before shareholders at the Annual General Meeting and General Meeting respectively to be held on 16 January 2014. Full details of the Rule 9 Waiver are set out in the document accompanying this report and are also on the company's website [www.cardiff-property.com](http://www.cardiff-property.com).

## CHAIRMAN'S STATEMENT AND PROPERTY REVIEW CONTINUED

	Dividend per share pence	Net assets per share pence	Profit/(loss) before tax £'000	Earnings/(loss) per share pence
2013	12.55	1,277	1,319	94.2
2012	12.30	1,205	435	26.5
2011	12.30	1,174	788	50.3
2010	12.30	1,129	500	20.9
2009	12.30	1,065	(656)	(57.7)

### DIVIDEND

The directors are recommending an increase in the final dividend to 9.25p per share (2012: 9p), making a total dividend for the year of 12.55p (2012: 12.3p), an increase of 2%. The final dividend will be paid on 13 February 2014 to shareholders on the register at 24 January 2014.

### THE PROPERTY PORTFOLIO

The group's portfolio comprises freehold office, industrial, retail, care home and residential property, primarily located to the West of London close to Heathrow Airport and principally in Surrey and Berkshire.

At the White House, Egham, which comprises 5 ground floor retail units with offices above, all retail units are occupied. Part of the offices, which recently underwent major refurbishment, has been let and negotiations are currently in progress for the remaining space. A small residential scheme is being considered on part of the land to the rear currently utilised for car parking.

At the Maidenhead Enterprise Centre, Maidenhead, which comprises 6 business units, 2 units are currently available with the remainder let on short to medium term leases. The units offer good quality office and industrial space but the availability of similar units in the area has restricted any recovery in rental levels.

At The Windsor Business Centre, Windsor, which comprises 4 business units, all units are let on short and medium term leases.

The property at Cowbridge Road, Cardiff, is let on a medium term lease to Royal Mail as a mail sorting centre.

Heritage Court, Egham, comprises 4 retail and office units. 1 unit is currently available whilst the remaining units are let to local businesses on medium term leases.

The company retains a freehold residential property in Egham which is let on an Assured Shorthold Tenancy Agreement.

### CAMPMOSS PROPERTY COMPANY LIMITED

Campmoss holds freehold office, retail, care home and residential property in Woking, Burnham, Bracknell, Maidenhead, Worplesdon and Slough. During the year a number of properties were refurbished following the expiry of leases. Post the year end a residential scheme in Bracknell has commenced and new planning applications at Worplesdon and Maidenhead submitted.

At Gowring House, Bracknell, 2 of the ground floor retail units are let with the remaining unit currently under offer. 2 of the upper floors, previously used as offices, are now let to a gym and junior fitness centre. Following the recent government planning initiative in respect of general development rights, the top 3 floors are being converted into 18 1 and 2 bedroom apartments. The scheme is expected to complete by the end of next year with the intention to sell the apartments on long term leases.

A planning application for a new 11,500 sq ft retail scheme at an adjacent building to Gowring House has recently been submitted with the outcome expected shortly.

At Kiln Lane, Bracknell, which comprises 16 business units and an adjoining office, 14 units and the offices are let on short to medium term leases with 2 units currently available.

Highway House and Clivemont House, Maidenhead, are both vacant sites with planning permission to develop office schemes. The Campmoss board remains of the view that in the current climate either a full or partial pre-letting is required before commencement of construction. Following increased activity in the residential market a planning application for an alternative residential scheme at Clivemont House is currently in preparation.

At The Priory, Burnham, the Business Centre is fully let. At the adjoining office building following a lease surrender, a refurbishment has been completed and 2 floors are now let on a medium term lease with the remaining floor available.

At Britannia Wharf, Woking, 3 floors are occupied on short and medium term leases. Following refurbishment, the lower ground floor is now available.

At Tangleys Place, Worplesdon, the 78 bedroom care home is let to Barchester Healthcare Homes and produces an annual rental of £816,000. The home has proved successful and at the request of the tenant a planning application has recently been submitted for the addition of further rooms.

At Datchet Meadows, Slough, the residential development comprises 37 apartments. 17 units have been sold, of which 6 were sold during the financial year and 1 since the year end. A further 4 are currently under offer and 16 are let on Assured Shorthold Tenancies.

At the year end the investment portfolio was valued by the directors of Campmoss, taking into account external advice where available and assessed at the current market value of £25.0m (2012: £24.5m). The development portfolio was valued at cost and amounted to £3.5m (2012: £4.5m) giving a total portfolio value under management of £28.5m (2012: £29m). Total revenue received amounted to £4.5m (2012: £2.3m) representing gross rental income of £3.2m (2012: £2.3m) and sales of development property of £1.3m (2012: nil). At the year end net borrowing amounted to £10.3m (2012: £13.6m) and gearing was 67% (2012: 104%).

## QUOTED INVESTMENTS

The company retains a small equity portfolio including holdings in The Renewables Infrastructure Group Limited, listed on the London Stock Exchange, and ImmuPharma plc and Galileo Resources plc listed on AIM. I remain a director of Galileo Resources.

## MANAGEMENT AND STAFF

The group has experienced a busy year and on behalf of shareholders I would like to thank both our small team and our joint venture partner for their support, effort and achievements. The intensive day to day management of the group's portfolio remains essential in achieving continued success in the future.

## OUTLOOK

The group has a clear policy of upgrading, refurbishing and maximising the planning opportunities for the use of existing property. During the year a number of offers were submitted for residential, commercial land and secondary office buildings but as a result of keen competition and the group's cautious policy no new acquisitions were completed. Your directors will continue to improve the returns from the existing portfolio and to seek new acquisitions when both viable and available.

The group is currently undertaking major refurbishment works at Bracknell and preparing and submitting planning applications for part of the existing property portfolio. The continuing improvement in the level of business confidence in the Thames Valley property market is encouraging and I look forward to reporting to you further at the half year stage.

## J Richard Wollenberg

Chairman

27 November 2013

# STRATEGIC REPORT

## UNDERSTANDING OUR BUSINESS

The group specialises in property investment and development in the Thames Valley. The total portfolio under management, including the total value of properties owned by our 47.62% jointly controlled entity, Campmoss Property Company Limited, is valued at the year end in excess of £33m, is primarily located to the west of London, close to Heathrow Airport and in Surrey and Berkshire and comprises a mix of high grade office developments, industrial and commercial units and a care home, plus residential properties developed for sale. The group's methodology is to acquire sites which, generally, have difficult planning considerations and use its expertise to add value by achieving planning and developing out the sites. The group's strategy is to grow through active property management and rapid response to opportunities as they arise and is focused on the long term.

The year under review has again been challenging, but the group's underlying profitability remains strong. The group's property portfolio has reduced marginally in value due to the sales of a number of apartments at Datchet Meadows. The company returned a net profit before tax of £1,319,000 (2012: £435,000) including our share of the after tax profits of Campmoss of £1,066,000 (2012: £33,000). This year's profit was boosted by sales of six development properties by Campmoss and a full year of rental income from its care home at Worplesdon near Guildford. No such sales were made during last year.

The effectiveness of the group's strategy is reflected in its performance over recent years. In the five years from 30 September 2007 net assets increased from 1,189p per share to 1,205p per share at 30 September 2012 despite the economic downturn causing a slump in property prices. A further increase of 6% to 1,277p was recorded in the current year. The group benefits from substantial cash deposits and ongoing profitability. Dividend increased from 11.30p per share to 12.30p per share over that same period and, for the current year, has been increased by 2% to 12.55p per share.

Going forward in the short term, the group is continuing to manage its portfolio, which is now predominantly let. Campmoss continues its marketing of the residential development at Datchet Meadows, Slough. For the longer term the group is well placed to take advantage of any upturn in the property market, having substantial cash deposits giving it the ability to react quickly to opportunities as they arise. In addition, Campmoss has a substantial development portfolio at Maidenhead, where planning consents for two office developments were granted some time ago.

## PRINCIPAL RISKS AND UNCERTAINTIES

The principal risks currently faced by the group relate to:

- continuity of rental income;
- changes in planning legislation;
- value of property portfolio;
- changes in interest rates;
- availability of business finance; and
- government policies and taxation.

The group mitigates these risks by managing its portfolio of investments with regard to appropriate pricing for rental and monitoring the length of each lease in order to commence discussions as the end of a lease term approaches.

The directors monitor available sources of information regarding the value of property and level of rental yields. They are also aware of potential changes in government policy and take action to reduce the risk to the group where possible. They have external valuations of the portfolio within Cardiff Property every year and the directors perform internal valuations of the properties owned by Campmoss, the jointly controlled entity.

They have regular meetings with funding providers in order to discuss availability of business finance should it be required.

Cash is deposited in fixed rate accounts to earn additional interest and interest rates are monitored to determine the appropriate length of time and level of funds to invest.

## GENDER ANALYSIS

A split of our employees and directors by gender is shown below:

	Male	Female
Directors*	3	–
Senior managers	1	–
Employees	–	2

\* includes non-executive director

## CORPORATE SOCIAL RESPONSIBILITY

Through the group's acquisition, development and management of commercial and residential property, we aim to conduct our business with honesty, integrity and openness, respecting human rights and the interests of our shareholders and employees. We aim to provide timely, regular and reliable information on the business to all our shareholders and conduct our operations to the highest standards.

We strive to create a safe and healthy working environment for the wellbeing of our staff and create a trusting and respectful environment, where all members of staff are encouraged to feel responsible for the reputation and performance of the company. We continue to establish a diverse and dynamic workforce with team players who have the experience and knowledge of the business operations and markets in which we operate. Through maintaining good communications, members of staff are encouraged to realise the objectives of the company and their own potential.

#### **CORPORATE ENVIRONMENTAL RESPONSIBILITY**

The group's policy is to minimise the risk of any adverse effect on the environment associated with its development activities with a thoughtful consideration of such key areas as energy use, pollution, transport, land use, ecology, renewable resources, health and wellbeing. The group also aims to ensure that its contractors meet with their legislative and regulatory requirements and that codes of best practice are met and exceeded. The group is committed to maintaining high environmental standards in all its operations and to minimise the impact of its activities on the surrounding environment. The nature of the work that we are involved in means that the group has an opportunity, not only to minimise the negative impact on the environment but also to enhance and improve the environment in which we all live and work.

#### **KEY PERFORMANCE INDICATORS**

The key performance indicators used by the directors for monitoring the performance of the business are shown in the graphs on page 4 and the consolidated five year summary on page 51.

**J Richard Wollenberg**

Chairman

27 November 2013

## FINANCIAL REVIEW

### INCOME STATEMENT

Revenue, being gross rents receivable, amounted to £493,000 (2012: £523,000).

In the year to 30 September 2013 the group, not including Campmoss, sold no development properties (2012: none). Sales of investment properties are treated as disposals of non-current assets and only the gain or loss on sale as measured against the valuation carried in the balance sheet is reflected in the income statement. No such sales were made during either 2012 or 2013. Sales made by Campmoss are not included in the group's results under IFRS rules.

Earnings per share is 94.2p (2012: 26.5p).

Your board has again obtained independent valuations of the property portfolio (excluding those held by Campmoss which are based on directors' valuations). These external valuations result in a decrease in the value of the group's commercial portfolio, including the group's offices in Egham, of £160,000 (2012: £30,000) and an increase in the residential portfolio of £30,000 (2012: £8,000). Movements on the valuation of investment properties are taken to the Income Statement whilst those on own use property are taken directly to equity in accordance with IFRS.

### BALANCE SHEET

Total assets amount to:

	2013 £'000	2012 £'000
Investment properties	<b>3,843</b>	3,980
Investment in jointly controlled entity	<b>7,286</b>	6,220
Property, plant and equipment	<b>207</b>	184
Other financial assets – investments	<b>407</b>	458
Deferred tax asset	<b>4</b>	4
Stock	<b>668</b>	668
Trade and other receivables	<b>854</b>	2,189
Financial assets - deposits	<b>2,034</b>	–
Cash and cash equivalents	<b>2,145</b>	2,808
<b>Total</b>	<b>17,448</b>	16,511

In accordance with IAS 16 the group's owner occupied office building in Egham, valued at £206,000 on 30 September 2013 (2012: £183,000) is classified as property, plant and equipment rather than as an investment property.

In accordance with IAS 7 cash held on deposit with a term greater than 90 days is shown separately from cash and cash equivalents as financial assets.

During the year the company purchased and cancelled none of its own shares (2012: 16,720) at a cost of £nil (2012: £117,341).

The company may hold in treasury any of its own shares purchased. This gives the company the ability to reissue treasury shares and provides greater flexibility in the management of its capital base. Any shares purchased by the company not held in treasury will be cancelled and the number of shares in issue reduced accordingly. The company intends to continue its policy of purchasing its own shares, whether to be held in treasury or to be cancelled, and a resolution renewing the directors' authority will be placed before the forthcoming Annual General Meeting. This authority will only be exercised in circumstances where the directors regard such purchases to be in the best interests of shareholders as a whole and is subject to the waiver under Rule 9 of the Takeover Code being approved by shareholders as set out in the document accompanying this report.

Net assets were £16.89m (2012: £15.94m) equivalent to 1,277p per share (2012: 1,205p), an increase of 6% over the year.

These results relate entirely to continuing activities. There were no acquisitions or disposals of businesses in either year.

## ANALYSIS OF GROUP PROPERTY PORTFOLIO

### By Capital Value

(including development properties)



### By Capital Value

(excluding development properties)



### By Rental Income

(excluding development properties)



## PROPERTY PORTFOLIO UNDER MANAGEMENT

The total property portfolio under management represents the investment and development properties of the group and 100% of Campmoss and is made up as follows:

	2013 £'000	2012 £'000
<b>Group</b>		
Investment properties	<b>3,843</b>	3,980
Own use freehold property	<b>206</b>	183
Development properties (stock)	<b>668</b>	668
<b>Campmoss</b>		
Investment properties	<b>24,990</b>	24,500
Development properties (stock)	<b>3,466</b>	4,528
<b>Total</b>	<b>33,173</b>	33,859

## LIQUIDITY

At the year end the group retained substantial cash deposits resulting from the sale of development properties during previous years. The group has not renegotiated a credit line due to the cost involved but has sufficient cash resources to complete the current development programme. The board will keep this position under review.

Gearing at the year end was nil (2012: nil).

## JOINTLY CONTROLLED ENTITY

Our jointly controlled entity, Campmoss Property Company Limited, prepares its results under UK GAAP and these are summarised as follows:

	2013 £'000	2012 £'000
Turnover	<b>4,531</b>	2,287
Profit before tax	<b>2,010</b>	823
Net assets before net borrowing	<b>25,624</b>	26,690
Net borrowing	<b>10,325</b>	13,630
Gearing %	<b>67</b>	104

Adjustments required to the above are made in order to calculate the share of net assets and profit in accordance with IFRS for the group financial statements.

## INTERNATIONAL FINANCIAL REPORTING STANDARDS ("IFRS")

Shareholders will note that IFRS continues to evolve and the corresponding volume of information presented in the annual report inevitably grows with it. This evolution will continue for some time to come with a number of issues yet to be resolved by the various accounting standards bodies. As a result there is an ongoing programme refining the interpretations of the standards currently in operation.

Whilst the group prepares its consolidated financial statements under IFRS, the company has elected to prepare its parent company financial statements in accordance with UK GAAP.

### David A Whitaker FCA

Finance Director  
27 November 2013

## DIRECTORS AND ADVISERS

### DIRECTORS

J Richard Wollenberg  
Chairman and Chief Executive

David A Whitaker FCA  
Finance Director

Nigel D Jamieson BSc, FCSI  
Independent Non-Executive Director

### SECRETARY

David A Whitaker FCA

### HEAD OFFICE

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### REGISTERED OFFICE

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### REGISTERED NUMBER

22705

### AUDITOR

KPMG Audit Plc  
Chartered Accountants  
3 Assembly Square, Britannia Quay, Cardiff Bay CF10 4AX

### STOCKBROKERS AND FINANCIAL ADVISERS

Westhouse Securities Limited  
Heron Tower, 110 Bishopsgate, London EC2N 4AY

### BANKERS

HSBC Bank Plc  
2nd Floor, 62-76 Park Street, London SE1 9DZ

### SOLICITORS

Morgan Cole  
Bradley Court, Park Place, Cardiff CF10 3DR

### REGISTRAR AND TRANSFER OFFICE

Neville Registrars Limited  
Neville House, 18 Laurel Lane, Halesowen, B63 3DA  
Telephone: 0121 585 1131

### J RICHARD WOLLENBERG (AGED 65)

#### Chairman and Chief Executive

Was appointed a director of the company in 1980, became Chief Executive in 1981 and Chairman in 1989. Mr Wollenberg has over 30 years' experience in property investment and development and has been actively involved in a number of corporate acquisitions, flotations, mergers and capital reorganisations of public and private companies. He is an executive director of Campmoss Property Company Limited and a non-executive director of Galileo Resources plc, which is quoted on AIM.

### DAVID A WHITAKER FCA (AGED 64)

#### Finance Director

Was appointed a director and secretary of the company in 1997. He is a Chartered Accountant and brings a wealth of experience of public companies. He also has extensive experience in contracting from a successful career in cable television.

### NIGEL D JAMIESON BSc, FCSI (AGED 63)

#### Independent Non-Executive Director

Was appointed to the board as a non-executive director in 1991 and is chairman of the company's audit and remuneration committees. He has over 25 years' experience of the UK property market both as a general practice surveyor and as an investment analyst. He is an executive director of several independent property investment companies active in the London area and acts as an independent consultant to private clients on a range of property related matters.

### NON-EXECUTIVE DIRECTOR OF WHOLLY OWNED SUBSIDIARY FIRST CHOICE ESTATES plc

#### DEREK M JOSEPH BCOM, FCIS (AGED 63)

Chairman of A2Dominion Housing Group. Consultant and leading authority on the financing of affordable housing and non-executive director of Altair Consultancy & Advisory Services Ltd. Previously managing director of HACAS Group Ltd, the leading housing association and local authority housing consultancy. He is an executive director of a group of companies holding and managing commercial properties as well as software and internet businesses. A voluntary director of Theatre Royal Stratford East and Homeless International. He advises housing groups, property companies and government departments on housing strategy.

# REPORT OF THE DIRECTORS

The directors submit their annual report and the audited financial statements for the year ended 30 September 2013.

## RESULTS

The results of the group for the year are set out in the audited financial statements on pages 21 to 40.

## DIVIDENDS

The directors recommend a final dividend for the year of 9.25p per share (2012: 9.0p) payable on 13 February 2014. The total dividend paid and proposed in respect of the year, including the interim dividend of 3.3p per share, amounts to 12.55p per share (2012: 12.3p).

## PRINCIPAL ACTIVITY

The principal activity of the group during the year continued to be property investment and development. The Companies Act 2006 requires the directors' report to include a Strategic Report (previously the Business Review). Certain information that fulfils these requirements and those of the UK Listing Authority Disclosure Rules and Transparency Rules which requires a management report can be found in the Chairman's Statement and Property Review on pages 3 to 5 and the Financial Review on pages 8 to 9. A description of corporate social responsibility activities is included in the Strategic Report.

There are no persons with whom the company has contractual or other arrangements which are essential to the business of the company other than those included in the related party disclosures in note 26 on page 38.

## DIRECTORS

The current directors of the company and the non-executive director of a wholly owned subsidiary are listed on page 10. All served throughout the financial year.

In accordance with the company's articles of association, Mr Jamieson will retire by rotation at the Annual General Meeting and, being eligible, will offer himself for re-election.

## DIRECTORS' INTERESTS

Directors' and their immediate families' interests in the ordinary shares of the company were as follows:

	At 30 September 2013 Beneficial	At 1 October 2012 Beneficial
N D Jamieson	1,500	1,500
D A Whitaker	7,000	7,000
J R Wollenberg	561,298	561,298

No director has any interest in the share capital of any other group company. There were no changes in the directors' shareholdings as stated above between 1 October 2013 and 27 November 2013.

At 30 September 2013 Mr Wollenberg held 25,000 (2012: 25,000) ordinary shares of £1 each in Campmoss Property Company Limited, a jointly controlled entity, representing 2.38% of the issued share capital of that company.

## DIRECTORS' OPTIONS

No director held options at 30 September 2013 (2012: nil).

## SUBSTANTIAL SHAREHOLDINGS

Other than one director referred to above who holds 42.4%, the company has not been notified of any holdings of 3% or more in the share capital of the company at 27 November 2013.

## ALLOTMENT OF SHARES

As special business at the Annual General Meeting, a resolution will be proposed to renew the power of your directors to allot equity securities, pursuant to section 551 of the Companies Act 2006, such power being limited to one-third of the issued share capital of the company. This authority may be renewed for five years but, in common with modern corporate governance practice, it is your directors' intention that the resolution be limited to one year and that its renewal be proposed at each Annual General Meeting.

## PRE-EMPTION RIGHTS

As special business at the Annual General Meeting a resolution will be proposed to renew for a further year the power of your directors to allot equity securities for cash without first offering such securities to existing shareholders. The aggregate nominal amount of equity securities which may be allotted in this way shall not exceed £13,222, representing 5% of the present issued ordinary share capital of the company.

## PURCHASE OF OWN SHARES

At the Annual General Meeting held on 10 January 2013, authority was renewed empowering your directors to make market purchases of up to 198,210 of the company's own ordinary shares of 20p each. No market purchases were made under this authority. The number of shares in issue remains at 1,322,287.

The existing authority for the company to purchase its own shares expires at the conclusion of the Annual General Meeting to be held on 16 January 2014. The directors wish to renew the authority and consent is therefore sought to approve resolution 8 set out in the Notice of Meeting on page 48 authorising the directors to purchase up to 198,210 ordinary shares of 20p each (representing 14.99% of the present issued share capital), at a minimum price of 20p and a maximum price equal to 105% of the average of the middle market quotations for the ordinary shares of the company as derived from the Daily Official List of The London Stock Exchange for the ten business days before the relevant purchase is made. The authority will expire at the conclusion

## REPORT OF THE DIRECTORS CONTINUED

of the Annual General Meeting in 2015 and it is your directors' intention that a resolution for its renewal will be proposed at each succeeding Annual General Meeting.

The authority will only be exercised when the directors are satisfied that it is in the interests of the company so to do. The company may hold in treasury any of its own shares purchased under this authority. This would give the company the ability to reissue treasury shares and provides greater flexibility in the management of its capital base. Any shares purchased by the company not held in treasury will be cancelled and the number of shares in issue reduced accordingly.

### DONATIONS

The company made no political donations during this year or last.

### AUDITOR

Our auditor, KPMG Audit Plc has instigated an orderly wind down of its business. The Board has decided to put KPMG LLP forward to be appointed as auditor.

A resolution for the appointment of KPMG LLP as auditor of the company and authorising the directors to determine its remuneration is to be proposed at the forthcoming Annual General Meeting.

### PROVISION OF INFORMATION TO AUDITOR

The directors who held office at the date of approval of this directors' report confirm that, as far as they are each aware, there is no relevant audit information of which the company's auditor is unaware; and each director has taken all the steps that he ought to have taken as a director to make himself aware of any relevant audit information and to establish that the company's auditor is aware of that information.

### GREENHOUSE GAS DISCLOSURES

Cardiff Property plc has minimal greenhouse gas emissions to report from the operations of its company and does not have responsibility for any other emissions producing sources under the Companies Act 2006 (Strategic Report and Directors' Reports) Regulations 2013, (including those within our underlying investment portfolio).

### DIRECTORS' AND OFFICERS' INDEMNITY INSURANCE

The directors of the company are covered to the amount of £500,000 in each loss per policy period, with a sub-limit of £250,000 in respect of defence costs for pollution.

### DISCLOSURE AND TRANSPARENCY RULES

Details of the company's share capital and share options are given in notes 19 and 18 respectively.

There are no restrictions on transfer or limitations on the holding of the ordinary shares. None of the shares carry any special rights with regard to the control of the company. There are no known arrangements under which the financial rights are held by a person other than the holder and no known agreements or restrictions on share transfers and voting rights.

As far as the company is aware there are no persons with significant direct or indirect holdings other than the director and other significant shareholders as noted above.

The provisions covering the appointment and replacement of directors are contained in the company's articles, any changes to which require shareholder approval.

There are no significant agreements to which the company is party that take effect, alter or terminate upon a change of control following a takeover bid and no agreements for compensation for loss of office or employment that become effective as a result of such a bid.

# CORPORATE GOVERNANCE

The board is committed to maintaining appropriate standards of corporate governance. The statement below, together with the report on directors' remuneration on pages 17 to 18, explains how the company has applied the principles set out in The UK Corporate Governance Code ("the Code") and contains the information required by section 7 of the UK Listing Authority's Disclosure Rules and Transparency Rules.

## BOARD OF DIRECTORS

The board currently consists of two executive directors and one independent non-executive director. It meets regularly with senior staff throughout the year to discuss key issues and to monitor the overall performance of the group. The board has a formal schedule of matters reserved for its decision. The board met five times during the year. The board, led by the independent non-executive director, evaluates the annual performance of the board and the chairman. A framework for the evaluation process has been agreed and the findings arising from the process discussed with the board. The board views the non-executive director as independent of the board, notwithstanding his tenure being in excess of ten years, due to the range and depth of his external commitments and experience in the property sector.

## AUDIT COMMITTEE

The audit committee, which is chaired by the independent non-executive director, Nigel Jamieson, comprises all board members.

### External auditor

The committee meets with the auditor at least twice a year to consider the results, internal procedures and controls and matters raised by the auditor. The audit committee met twice during the year. The audit committee considers auditor independence and objectivity and the effectiveness of the audit process. It also considers the nature and extent of the non-audit services supplied by the auditor reviewing the ratio of audit to non-audit fees. It is a specific responsibility of the audit committee to ensure that an appropriate relationship is maintained between the group and its external auditor. The group has a policy of controlling the provision of non-audit services by the external auditor in order that their objectivity and independence are safeguarded. This control is exercised by ensuring non-audit projects, where fees are expected to exceed £5,000 (2012: £5,000) are subject to the prior approval of the audit committee. At least one of the members has relevant recent financial experience.

As part of the decision to recommend to the board the reappointment of the external auditor, the committee takes into account the tenure of the auditor in addition to the results of its review of the effectiveness of the external auditor and considers whether there should be a full tender process. There are no contractual obligations restricting the committee's choice of external auditor.

### Financial reporting

After discussion with both management and the external auditor, the audit committee determined that the key risk of misstatement of the group's financial statements related to property valuations in the context of current market conditions.

This issue was discussed with management during the year and with the auditor at the time the committee reviewed and agreed the auditor's group audit plan and also at the conclusion of the audit of the financial statements.

### Property valuation

As further explained in note 2 to the financial statements, our approach to valuing properties is to obtain an external independent valuation of the properties each year. The directors of the jointly controlled entity value its properties each year taking into account yields on similar properties in the area, vacant space and covenant strength. They also consider external valuations which have been prepared in the past.

The audit committee is satisfied that the carrying value of properties is appropriate based on the use of an external independent valuer for the Cardiff Property portfolio and the experience and knowledge of the directors in valuing the properties of the jointly controlled entity.

The audit committee discusses the results of the valuations with the directors who provide information on assumptions used and provide appropriate explanation and evidence where possible for such assumptions.

The auditor explained to the committee the work they had conducted during the year in respect of property valuation. On the basis of their audit work, the auditor reported no misstatements that were material in the context of the financial statements as a whole; and in our view this supports the appropriateness of our methodology.

## CORPORATE GOVERNANCE CONTINUED

### Misstatements

Management confirmed to the committee that they were not aware of any material misstatements or immaterial misstatements made intentionally to achieve a particular presentation. The auditor reported to the committee the misstatements that it had found in the course of its work and no material amounts remain unadjusted. The committee confirms that it is satisfied that the auditor has fulfilled its responsibilities with diligence and professional scepticism. After reviewing the presentations and reports from management and consulting where necessary with the auditor, the audit committee is satisfied that the financial statements appropriately address the critical judgements and key estimates (both in respect to the amounts reported and the disclosures). The committee is also satisfied that the significant assumptions used for determining the value of assets and liabilities have been appropriately scrutinised, challenged and are sufficiently robust.

### REMUNERATION COMMITTEE

The remuneration committee also consists of all board members and is chaired by Nigel Jamieson. It meets when required to consider all aspects of directors' and staff remuneration, share options and service contracts. The remuneration committee met once during the year.

### COMPLIANCE STATEMENT

The company has, other than where stated below, complied fully with the provisions set out in section 1 of the Code, during the year:

- the chairman is also the chief executive;
- a nominations committee has not been established;
- the audit committee consists of all board members, which includes one non-executive director (the Code recommends that the audit committee should comprise at least three, or in the case of smaller companies, two non-executive directors); and
- the remuneration committee also consists of all board members (the Code recommends that the remuneration committee should be comprised solely of non-executive directors).

The directors consider this structure to be a practical solution bearing in mind the company's size and needs. However, it is intended to review this issue as the group develops.

The Code requires that the directors review the effectiveness of all internal controls, not only internal financial controls. This extends the requirement in respect of internal financial controls to cover all controls including financial, operational, compliance and risk management. The company has procedures established which enable it to comply with the requirements of the Code in relation to internal controls.

### INTERNAL CONTROL

The directors confirm that they have reviewed the effectiveness of the group's system of internal control for identifying, evaluating and managing the significant risks faced by the group and they acknowledge their responsibility for that system. Such a system is designed to manage risk and can, however, only provide reasonable but not absolute assurance against material misstatement or loss.

The size of the group and the small number of employees necessarily involves the executive directors closely in the day-to-day running of the group's affairs. This has the advantage of the executive directors becoming closely involved with all transactions and risk assessments. Conversely, the board is aware that its size also means that the division of functions to provide normal internal control criteria is problematic. The board believes, however, that its close involvement with the day-to-day management of the group eliminates, as far as possible, the risks inherent in its small size.

Key features of the system of internal control include:

- strategic planning – the board considers the group's position in respect of its marketplace and likely trends in that marketplace which will necessitate a change or adjustment to that position;
- investment appraisal and monitoring – all capital projects, contracts, business and property holdings and acquisitions are reviewed in detail and approved by the chief executive or, if of a significant size, by the whole board; and
- financial monitoring – cash flow and capital expenditure are closely monitored and key financial information is reviewed by the board on a regular basis.

The board considers that there is an ongoing process for identifying, evaluating and managing the significant risks facing the group that has been in place during the year, which is regularly reviewed and accords with the Turnbull guidance.

## INTERNAL FINANCIAL CONTROL

Financial controls have been established so as to provide safeguards against unauthorised use or disposition of the assets, to maintain proper accounting records and to provide reliable financial information for internal use.

Key financial controls include:

- the maintenance of proper records;
- a schedule of matters reserved for the approval of the board;
- evaluation, approval procedures and risk assessment for acquisitions and disposals and for major capital expenditure;
- regular reporting and monitoring of development projects; and
- close involvement of the chief executive in the day-to-day operational matters of the group.

The directors consider the size of the group and the close involvement of executive directors in the day-to-day operations makes the maintenance of an internal audit function unnecessary. The directors will continue to monitor this situation.

## RELATIONS WITH SHAREHOLDERS

Presentations are given to institutional investors by the chairman when requested, normally following the publication of the half year and full year results, when interim and annual reports are delivered to all shareholders. The results of meetings with investors, media and analysts are discussed with board members to assist them in understanding the views of investors and others. All directors attend the Annual General Meeting at which they have the opportunity to meet with shareholders.

## GOING CONCERN

The directors have followed the guidance issued in making their statement on going concern.

After making enquiries the directors have a reasonable expectation that the company and the group have adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

Registered office:  
3 Assembly Square  
Britannia Quay  
Cardiff Bay  
CF10 4AX

By order of the board  
**David A Whitaker FCA**  
Secretary  
27 November 2013

## STATEMENT OF DIRECTORS' RESPONSIBILITIES IN RESPECT OF THE ANNUAL REPORT AND ACCOUNTS

The directors are responsible for preparing the annual report and the group and parent company financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare group and parent company financial statements for each financial year. Under that law they are required to prepare the group financial statements in accordance with IFRSs as adopted by the EU and applicable law and have elected to prepare the parent company financial statements in accordance with UK Accounting Standards and applicable law (UK Generally Accepted Accounting Practice).

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 group and parent company and of their profit or loss for that period. In preparing each of the group and parent company financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- for the group financial statements, state whether they have been prepared in accordance with IFRSs as adopted by the EU;
- for the parent company financial statements, state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the parent company financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the group and the parent company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the parent company's transactions and disclose with reasonable accuracy at any time the financial position of the parent company and enable them to ensure that its financial statements comply with the Companies Act 2006. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the group and to prevent and detect fraud and other irregularities.

Under applicable law and regulations, the directors are also responsible for preparing a Directors' Report, Directors' Remuneration Report and Corporate Governance Statement that comply with that law and those regulations.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### RESPONSIBILITY STATEMENT

The directors confirm that to the best of their knowledge:

- the financial statements, prepared in accordance with the applicable set of accounting standards, give a true and fair view of the assets, liabilities and financial position and profit or loss of the company and the undertakings included in the consolidation taken as a whole; and
- the directors' report includes a fair view of the development and performance of the business and the position of the company and the undertakings included in the consolidation taken as a whole, together with a description of the principal risks and uncertainties that they face; and
- the directors consider that the annual report and financial statements taken as a whole is fair, balanced and understandable and provides the information necessary for shareholders to assess the group's performance, business model and strategy.

**J Richard Wollenberg**

Chairman

27 November 2013

**David A Whitaker FCA**

Finance Director

# REMUNERATION REPORT

## ANNUAL STATEMENT

### Composition of the remuneration committee

Nigel D Jamieson	independent non-executive director, chairman of the committee
David A Whitaker	executive director
J Richard Wollenberg	executive director

Remuneration policy is a matter for the board as a whole. The remuneration committee works within the agreed policy to set individual remuneration levels, although the executive directors do not participate in decisions regarding their own remuneration. The members of the remuneration committee have access to professional advice at the company's expense, if necessary, in order to carry out their duties. No such advice was sought during the year. All members served throughout the year. In setting directors' remuneration, the committee has regard to other employees of the company.

## COMPLIANCE

In setting the company's remuneration policy for directors, the remuneration committee has given full consideration to the best practice provisions annexed to The Financial Services Authority Listing Rules and the report has been prepared in accordance with Chapter 6 of the Companies Act 2006 and the Directors' Remuneration Report Regulations 2002.

## POLICY REPORT

### Remuneration policies

The remuneration policy was in effect from 1 October 2012 and prior and it is intended that these policies will be continued for the next year and subsequent years.

The remuneration policy is designed to attract, retain and motivate executive directors and senior management of a high calibre with a view to encouraging commitment to the development of the group and for long term enhancement of shareholder value. Remuneration packages take into account individual performance and the remuneration for similar jobs in other comparable companies where such companies can be identified. This would also be taken into account on appointment by any new directors. The committee believes that share ownership by executive directors and senior staff strengthens the link between their personal interests and those of shareholders.

The main components of executive directors' remuneration are:

- basic salary/fee – reviewed annually;
- annual performance bonus – members of staff (excluding directors) are eligible to participate in the company's discretionary bonus scheme. Mr Wollenberg is eligible to receive a sum equal to 2.5 times the percentage increase in net asset value per share based upon current salary up to a maximum of 50% of that salary. Mr Whitaker is eligible to

receive a sum equal to the percentage increase in net asset value per share based upon the current fee charged to the company up to a maximum of 50% of that fee;

- taxable benefits – provision of health care for Mr Wollenberg;
- pension benefits – the company has no formal pension scheme. Annual contributions are made to Mr Wollenberg's personal pension scheme currently at the rate of 20% (2012: 20%) of salary and bonuses; and
- share options – grants under the company's approved share option scheme (approved by shareholders in general meeting) are set so that the aggregate option exercise price for each recipient may not be greater than four times annual salary and such grants are phased. Grants under the unapproved share option scheme (approved by shareholders in general meeting) are made by the remuneration committee upon the achievement of specified performance criteria.

The criteria applicable to both schemes were chosen as being those most likely to provide enhanced shareholder value from the performance of executives. They are:

- on grant of an option, an increase in the average of the previous three years earnings per share of at least 3% more than the corresponding increase in the Retail Price Index over the same period; and
- on exercise of an option, an increase in the average of the previous three years net asset value per share of at least 3% more than the corresponding increase in the FT Real Estate Index over the same period.

Payments for loss of office would be determined by the remuneration committee taking into account contractual obligations.

It is intended that these policies will be continued for the next year and subsequent years.

## IMPLEMENTATION REPORT

A graph showing the company's total shareholder return relative to the FTSE Real Estate and FTSE Small Cap Indices is reproduced below. Total shareholder return is calculated to show the theoretical growth in the value of a shareholding over a specified period, assuming that dividends are reinvested to purchase additional shares. Company performance graphs are contained in the Chairman's Statement on page 4.

## REMUNERATION REPORT CONTINUED

### TOTAL SHAREHOLDER RETURN RELATIVE TO THE FTSE REAL ESTATE AND FTSE SMALL CAP INDICES



Source: Datastream

The remuneration paid to all employees and dividends paid were as follows:

	2013 £'000	2012 £'000	% increase
Total employee costs	331	324	2.1
Dividends	163	165	(1.2)

The total remuneration (including pension contributions) paid to the Chief Executive Officer as disclosed in note 7 was £163,413 (2012: £153,635) representing a 6.4% increase in the year.

#### SERVICE CONTRACTS

Mr Wollenberg has a service contract for a three-year rolling term. In the opinion of the committee the notice period is necessary in order to secure Mr Wollenberg's services at the current terms of his employment.

Mr Whitaker's services are provided by Netpage Communications Limited, a company controlled by him, with whom the company has a service contract which can be terminated by either party upon giving three months' notice in writing.

The contracts are available for inspection at the company's registered office.

#### REMUNERATION OF NON-EXECUTIVE DIRECTOR

The remuneration of the non-executive director is decided by the board based upon comparable market levels. The non-executive director is not eligible for any other benefits. His services can be terminated by either party upon giving three months' notice in writing.

#### VOTING RESULTS FROM PREVIOUS AGM

At the AGM held on 10 January 2013, 99.4% of votes were cast for the remuneration report and 0.6% against with no abstentions.

#### DIRECTORS' REMUNERATION AND DIRECTORS' OPTIONS SUBJECT TO AUDIT

Particulars of directors' remuneration, including pensions and director's options which, under the Companies Act 2006 are required to be audited, are given in note 7 to the financial statements on page 30 and in the report of the directors on page 11.

#### EXTERNAL APPOINTMENTS

Executive directors are allowed to accept external appointments with the consent of the board, as long as these are not likely to lead to conflicts of interest. Executive directors are allowed to retain the fees paid.

The remuneration report was approved by the board on 27 November 2013 and signed on its behalf by:

**Nigel D Jamieson BSc, FCSI**

Chairman of the Remuneration Committee

# INDEPENDENT AUDITOR'S REPORT



KPMG Audit Plc  
Chartered Accountants  
3 Assembly Square  
Britannia Quay  
Cardiff Bay  
CF10 4AX  
United Kingdom

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE CARDIFF PROPERTY PUBLIC LIMITED COMPANY ONLY

### Opinions and conclusions arising from our audit

#### OPINION ON FINANCIAL STATEMENTS

We have audited the financial statements of The Cardiff Property Public Limited Company for the year ended 30 September 2013 set out on pages 21 to 46.

In our opinion:

- the financial statements give a true and fair view of the state of the group's and of the parent company's affairs as at 30 September 2013 and of the group's profit for the year then ended;
- the group financial statements have been properly prepared in accordance with International Financial Reporting Standards as adopted by the European Union;
- the parent company financial statements have been properly prepared in accordance with UK Accounting Standards; and
- the financial statements have been prepared in accordance with the requirements of the Companies Act 2006 and, as regards the group financial statements, Article 4 of the IAS Regulation.

#### OUR ASSESSMENT OF RISKS OF MATERIAL MISSTATEMENT

In arriving at our audit opinion above on the financial statements the risk of material misstatement that had the greatest effect on our audit was as follows:

- Property valuation: As described in the summary of significant accounting policies on page 26 investment properties are initially recognised at cost, including related transaction costs and annually revalued at fair value, with any change therein recognised in the income statement, and transferred to the investment property revaluation reserve in the balance sheet. An external, independent valuer, having an appropriate recognised professional qualification and recent experience in the location and category of property being valued, values the group's portfolio each year. As described in the report from the audit committee on page 13, this is one of the key judgemental areas that our audit is concentrated on because of the uncertainty prevalent within the property market and due to the subjective nature of valuations. In this area

our audit procedures included, among others, agreeing the investment property valuations of the directors to valuations performed by the group's external independent valuer and evaluating the competence, capabilities and objectivity of the valuer. In respect of the joint venture, the directors performed internal valuations having regard to past valuations performed by external independent valuers and updating these as necessary. With the assistance of our own valuation specialist, we considered the appropriateness of the external and internal valuations and inherent assumptions by comparing the group's assumptions to externally derived data as well as our own assessments in relation to key inputs such as yields and market data assumptions.

#### OUR APPLICATION OF MATERIALITY AND AN OVERVIEW OF THE SCOPE OF OUR AUDIT

The materiality for the group financial statements as a whole was set at £191,550. This has been calculated with reference to a benchmark of group total assets which we consider to be one of the principal considerations for members of the company in assessing the financial performance of the group.

We agreed with the audit committee to report to it all corrected and uncorrected misstatements we identified through our audit with a value in excess of £9,500, in addition to other audit misstatements below that threshold that we believe warranted reporting on qualitative grounds.

Audits were performed at group level and at all reporting components including the joint venture by the group audit team. These were performed at local materiality levels which were set individually for each component and ranged from £6,800 to £175,000. These audits covered 100% of group revenue, profit before tax and total assets.

#### OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion:

- the part of the Directors' Remuneration Report to be audited has been properly prepared in accordance with the Companies Act 2006; and
- 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.

#### MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

Under ISAs (UK and Ireland) we are required to report to you if, based on the knowledge we acquired during our audit, we have identified other information in the annual report that contains a material inconsistency with either that knowledge or the financial statements, a material misstatement of fact, or that is otherwise misleading.

## INDEPENDENT AUDITOR'S REPORT CONTINUED

In particular, we are required to report to you if:

- we have identified material inconsistencies between the knowledge we acquired during our audit and the directors' statement that they consider that the annual report and financial statements taken as a whole is fair, balanced and understandable and provides the information necessary for shareholders to assess the group's performance, business model and strategy; or
- the Corporate Governance Report on pages 13 to 15 does not appropriately address matters communicated by us to the audit committee.

Under the Companies Act 2006 we are required to report to you if, in our opinion:

- adequate accounting records have not been kept by the parent company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent company financial statements and the part of the Directors' Remuneration Report to be audited 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.

Under the Listing Rules we are required to review:

- the directors' statement, set out on page 15, in relation to going concern;
- the part of the Corporate Governance Statement on page 14 relating to the company's compliance with the nine provisions of the 2010 UK Corporate Governance Code specified for our review; and
- certain elements of the report to shareholders by the board on directors' remuneration.

We have nothing to report in respect of the above responsibilities.

### SCOPE OF REPORT AND RESPONSIBILITIES

As explained more fully in the Statement of Directors' Responsibilities set out on page 16, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at [www.frc.org.uk/auditscopeukprivate](http://www.frc.org.uk/auditscopeukprivate). This report is made solely to the company's members as a body and is subject to important explanations and disclaimers regarding our responsibilities, published on our website at [www.kpmg.com/uk/auditscopeukco2013a](http://www.kpmg.com/uk/auditscopeukco2013a); which are incorporated into this report as if set out in full and should be read to provide an understanding of the purpose of this report, the work we have undertaken and the basis of our opinions.

### Virginia Stevens

(Senior Statutory Auditor) for and on behalf of KPMG Audit Plc,  
Statutory Auditor  
Chartered Accountants,  
27 November 2013

## CONSOLIDATED INCOME STATEMENT

for the year ended 30 September 2013

	Notes	2013 £'000	2012 £'000
<b>Revenue</b>	3	<b>493</b>	523
Cost of sales		(127)	(82)
<b>Gross profit</b>		<b>366</b>	441
Administrative expenses		(435)	(419)
Other operating income	4	<b>351</b>	264
<b>Operating profit before gains/(losses) on investment properties and other investments</b>	4	<b>282</b>	286
Profit on sale of other investments		<b>2</b>	27
Deficit on revaluation of investment properties	11	(153)	(22)
Surplus on revaluation of other properties		<b>23</b>	–
<b>Operating profit</b>		<b>154</b>	291
Financial income	5	<b>99</b>	111
Share of results of jointly controlled entity	13	<b>1,066</b>	33
<b>Profit before taxation</b>	3-7	<b>1,319</b>	435
Taxation	8	(74)	(85)
<b>Profit for the financial year attributable to equity holders</b>	23	<b>1,245</b>	350
<b>Earnings per share on profit for the financial year – pence</b>			
Basic	9	<b>94.2</b>	26.5
Diluted	9	<b>94.2</b>	26.5
<b>Dividends</b>			
Final 2012 paid 9.0p (2011: 9.0p)		<b>119</b>	121
Interim 2013 paid 3.3p (2012: 3.3p)		<b>44</b>	44
		<b>163</b>	165
Final 2013 proposed 9.25p (2012: 9.0p)		<b>122</b>	119

These results relate entirely to continuing operations. There were no acquisitions or disposals in either year.

# CONSOLIDATED BALANCE SHEET

at 30 September 2013

	Notes	2013 £'000	2013 £'000	2012 £'000	2012 £'000
<b>Non-current assets</b>					
Freehold investment properties	11		<b>3,843</b>		3,980
Investment in jointly controlled entity	13		<b>7,286</b>		6,220
Property, plant and equipment	12		<b>207</b>		184
Other financial assets	13		<b>407</b>		458
Deferred tax asset	17		<b>4</b>		4
			<b>11,747</b>		10,846
<b>Current assets</b>					
Stock and work in progress	14		<b>668</b>		668
Trade and other receivables	15		<b>854</b>		2,189
Financial assets			<b>2,034</b>		–
Cash and cash equivalents			<b>2,145</b>		2,808
			<b>5,701</b>		5,665
<b>Total assets</b>			<b>17,448</b>		16,511
<b>Current liabilities</b>					
Corporation tax			<b>(84)</b>		(98)
Trade and other payables	16		<b>(418)</b>		(409)
			<b>(502)</b>		(507)
<b>Non-current liabilities</b>					
Deferred tax liability	17		<b>(57)</b>		(64)
<b>Total liabilities</b>			<b>(559)</b>		(571)
<b>Net assets</b>			<b>16,889</b>		15,940
<b>Equity</b>					
Called up share capital	19		<b>264</b>		264
Share premium account	20		<b>5,076</b>		5,076
Other reserves	21		<b>2,545</b>		2,640
Investment property revaluation reserve	22		<b>(1,031)</b>		(1,158)
Retained earnings	23		<b>10,035</b>		9,118
<b>Shareholders' funds attributable to equity holders</b>			<b>16,889</b>		15,940
<b>Net assets per share</b>	10		<b>1,277p</b>		1,205p

These financial statements were approved by the board of directors on 27 November 2013 and were signed on its behalf by:

**J Richard Wollenberg**  
Director

## CONSOLIDATED CASH FLOW STATEMENT

for the year ended 30 September 2013

	2013 £'000	2012 £'000
<b>Cash flows from operating activities</b>		
Profit for the year	1,245	350
<i>Adjustments for:</i>		
Depreciation	1	2
Financial income	(99)	(111)
Share of profit of jointly controlled entity	(1,066)	(33)
Profit on sale of other investments	(2)	(27)
Deficit on revaluation of investment properties	153	22
Surplus on revaluation of other properties	(23)	–
Taxation	74	85
<b>Cash flows from operations before changes in working capital</b>	283	288
Decrease in trade and other receivables	1,335	11
Increase/(decrease) in trade and other payables	11	(15)
<b>Cash generated from operations</b>	1,629	284
Tax paid	(97)	(98)
<b>Net cash flows from operating activities</b>	1,532	186
<b>Cash flows from investing activities</b>		
Interest received	99	111
Acquisition of investments and property, plant and equipment	(117)	–
Proceeds on disposal of investments and property, plant and equipment	20	40
Held to maturity deposits	(2,034)	–
<b>Net cash flows from investing activities</b>	(2,032)	151
<b>Cash flows from financing activities</b>		
Purchase of own shares	–	(117)
Dividends paid	(163)	(165)
<b>Net cash flows from financing activities</b>	(163)	(282)
<b>Net (decrease)/increase in cash and cash equivalents</b>	(663)	55
Cash and cash equivalents at beginning of year	2,808	2,753
<b>Cash and cash equivalents at end of year</b>	2,145	2,808

## OTHER PRIMARY STATEMENTS

for the year ended 30 September 2013

### CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME AND EXPENSE

	Notes	2013 £'000	2012 £'000
<b>Profit for the financial year</b>		<b>1,245</b>	350
<b>Other items recognised directly in equity</b>			
Net change in fair value of available for sale financial assets	13	(133)	150
<b>Total comprehensive income and expense for the year attributable to the equity holders of the parent company</b>		<b>1,112</b>	500

### CONSOLIDATED STATEMENT OF CHANGES IN EQUITY

	Share capital £'000	Share premium account £'000	Other reserves £'000	Investment property revaluation reserve £'000	Retained earnings £'000	Total equity £'000
<b>At 1 October 2011</b>	268	5,076	2,486	(834)	8,726	<b>15,722</b>
Profit for the year	—	—	—	—	350	<b>350</b>
Other comprehensive income	—	—	150	—	—	<b>150</b>
<i>Transactions with equity holders</i>						
Dividends	—	—	—	—	(165)	<b>(165)</b>
Purchase of own shares	(4)	—	4	—	(117)	<b>(117)</b>
Total transactions with equity holders	—	—	—	—	(282)	<b>(282)</b>
Transfer on revaluation of investment properties	—	—	—	(324)	324	—
<b>At 30 September 2012</b>	264	5,076	2,640	(1,158)	9,118	<b>15,940</b>
Profit for the year	—	—	—	—	1,245	<b>1,245</b>
Other comprehensive income	—	—	(133)	—	—	<b>(133)</b>
<i>Transactions with equity holders</i>						
Dividends	—	—	—	—	(163)	<b>(163)</b>
Total transactions with equity holders	—	—	—	—	(163)	<b>(163)</b>
Realisation of revaluation reserve	—	—	15	—	(15)	—
Transfer on revaluation of investment properties	—	—	—	127	(127)	—
Transfer on revaluation of other properties	—	—	23	—	(23)	—
<b>At 30 September 2013</b>	264	5,076	2,545	(1,031)	10,035	<b>16,889</b>

# NOTES TO THE FINANCIAL STATEMENTS

## 1 INTERNATIONAL FINANCIAL REPORTING STANDARDS

The consolidated results for the year ended 30 September 2013 and 2012 are prepared by the group under applicable International Financial Reporting Standards adopted by the EU ("adopted IFRS") and those parts of the Companies Act 2006 applicable to companies reporting under IFRS and have been incorporated into the principal accounting policies as set out in note 2.

The company has elected to prepare its parent company financial statements in accordance with UK GAAP and these are presented on pages 41 to 46.

## 2 ACCOUNTING POLICIES

### Basis of preparation

The following principal accounting policies have been applied in dealing with items which are considered material in relation to the group's financial statements. The financial statements have been prepared on the historical cost basis except that the following assets and liabilities are stated at their fair value: financial instruments classified as available for sale; investment properties; and own use freehold property. These accounting policies have been applied consistently across the group for the purposes of these consolidated financial statements.

### Going concern

The financial statements have been prepared on a going concern basis, which assumes that the group will continue to meet its liabilities as they fall due. The group's activities, together with the factors likely to affect its future development, performance and position are set out in the Chairman's Statement and Property Review on pages 3 to 5. The financial position of the group, its property portfolio under management, asset base, liquidity and key performance indicators are described in the Financial Review on pages 8 to 9.

In addition, note 19 includes the group's objectives, policies and processes for managing its capital and note 27, its financial risk management objectives and details of its exposures to credit risk, liquidity risk and market risk.

The group has sufficient financial resources to enable it to continue to trade and to complete the current maintenance and development programme. As a consequence, the directors believe that the group is well placed to manage its business risks successfully despite the current uncertain economic outlook.

After making enquiries, the directors have a reasonable expectation that the company and the group have adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and financial statements.

### Basis of consolidation

The group's financial statements consolidate those of the company and its subsidiaries and equity account for the interest in the jointly controlled entity. Subsidiary companies are those entities under the control of the company, where control means the power to govern the financial and operating policies of the entity so as to obtain benefit from its activities. The results of subsidiary undertakings acquired or disposed of in the year are included in the consolidated income statement from the date control is obtained or up to the date when control is lost. Intra-group transactions are eliminated on consolidation.

Jointly controlled entities are those in whose activities the group has joint control, established by contractual agreement and requiring unanimous consent for strategic financial and operating decisions. The group's investment in the jointly controlled entity is accounted for using the equity method, hence the group's share of the gains and losses of the jointly controlled entity is included in the consolidated income statement and its interest in the net assets is included in investments in the consolidated balance sheet.

### Use of estimates and judgement

The preparation of financial statements in conformity with IFRSs requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expense. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimates are revised and in any future periods affected. The key areas in which estimates have been used and the assumptions applied are in valuing investment properties and properties in the jointly controlled entity (see note below), in valuing available for sale assets, in classifying properties and in the calculating of provisions (note 13).

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 2 ACCOUNTING POLICIES CONTINUED

#### **Investment properties**

Investment properties are properties which are held either to earn rental income or for capital appreciation or both. Investment properties are initially recognised at cost, including related transaction costs and annually revalued at fair value, with any change therein recognised in the income statement, and transferred to the investment property revaluation reserve in the balance sheet. An external, independent valuer, having an appropriate recognised professional qualification and recent experience in the location and category of property being valued, values the company portfolio each year. The directors of the jointly controlled entity value its portfolio each year. All valuations take into account yields on similar properties in the area, vacant space and covenant strength.

Design, construction and management expenses together with interest incurred in respect of investment properties in the course of initial development are capitalised until the building is effectively completed and available for letting along with the costs directly attributable to the initial letting of newly developed properties. Thereafter they are charged to the income statement. Whilst under development such properties are classified either as inventory if being developed with a view to sale and are recorded at cost, or retained within investment properties and revalued at the year end and surpluses or deficits are recognised in equity.

Proceeds from the sale of investment properties are not included in revenue, but in profit or loss on sale of investment property. The profit or loss on disposal is calculated with reference to the carrying amount in the balance sheet. Purchases and sales of investment properties are accounted for when exchanged contracts become unconditional.

#### **Property, plant and equipment and depreciation**

Property is stated at fair value on the same basis as investment properties described above. Any surplus arising on the revaluation is recognised in other comprehensive income except to the extent that it reverses a previous revaluation deficit on the same asset recognised in profit and loss. Any deficit on revaluation is recognised in profit and loss except to the extent that it reverses a previous revaluation surplus on the same asset. Plant and equipment are stated at cost less accumulated depreciation and impairment losses.

Provision is made for depreciation so as to write off their cost on a straight line basis over their expected useful lives as follows:

- property – 50 years
- motor vehicles – 4 years
- fixtures, fittings and equipment – 4 years

#### **Impairment**

The carrying amounts of the group's assets, other than investment properties, own use freehold property and financial assets designated as available for sale which are measured at fair value, are reviewed at each balance sheet date to determine whether there is any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated and an impairment loss recognised where the recoverable amount is less than the carrying value of the asset. Any impairment losses are recognised in the income statement.

#### **Capitalisation of borrowing costs**

Net borrowing costs in respect of capital expenditure on acquisition, development or refurbishment of qualifying assets are capitalised. Interest is capitalised using the group's weighted average cost of borrowing from the commencement of development work until the date of practical completion. The capitalisation is suspended if there are prolonged periods when development activity is interrupted. All other borrowing costs are recognised in the Income Statement in the period in which they are incurred.

#### **Stocks and work in progress**

Stocks, being properties under development intended for ultimate resale and properties held for sale, are stated at the lower of cost, including attributable overheads, and net realisable value.

## 2 ACCOUNTING POLICIES CONTINUED

### Revenue

Revenue consists of rental income, earned under operating leases granted, from properties held for investment purposes, together with the proceeds from the sale of development properties. Sales of development property are recognised on the date of unconditional exchange of contracts or, if conditional, on the date that the conditions have been satisfied. Rental income is recognised in the Income Statement on a straight line basis over the total lease period. Payments due on early terminations of lease agreements are recognised in the Income Statement within revenue. Lease incentives are recognised as an integral part of the net consideration for the use of the property and amortised on a straight line basis over the term of the lease, or the period to the first tenant break if shorter.

### Financial assets

Investments in equity securities are classified as assets available for sale and are stated at fair value with any resultant gain or loss being recognised in other comprehensive income. When these investments are derecognised the cumulative gain or loss previously recognised in equity is recognised in the Income Statement. Current financial assets comprise held to maturity deposits where the call date is greater than 90 days from the date of deposit. They are included in investing activities in the cash flow.

### Trade and other receivables

Trade and other receivables are stated at amortised cost less impairment.

### Cash and cash equivalents

Cash and cash equivalents comprise cash balances and call deposits. Bank overdrafts that are repayable on demand and form an integral part of the group's cash management are included as a component of cash and cash equivalents for the purpose only of the statement of cash flows.

### Equity

Equity comprises issued share capital, share premium, other reserves, investment property revaluation reserve and retained earnings.

### Share based payments

The share option programme allows group employees to acquire shares of the parent company; these awards are granted by the parent. The fair value of options granted is recognised as an employee expense on a straight line basis over the vesting period with a corresponding increase in equity. The fair value is measured at the date of grant and spread over the period during which the employees become unconditionally entitled to the options using an option valuation model, taking into account the terms and conditions upon which options were granted and is dependant on factors such as exercise price, expected volatility, option price and risk free interest rate. The amount recognised as an expense is adjusted to reflect the actual number of share options that vest except where forfeiture is due only to share prices not achieving the threshold for vesting.

### Dividends

Interim dividends are recorded in the financial statements when they are paid. Final dividends are recognised as a liability in the period in which they are approved by the company's shareholders.

### Provisions

A provision is recognised in the balance sheet when: the group has a present legal or constructive obligation as a result of a past event; it is probable that an outflow of economic benefit will be required to settle the obligation; and the outflow can be estimated reliably. If the effect is material, provisions are determined by discounting the expected future cash flows at a pre tax rate that reflects current market assessments of the time value of money and, where appropriate, the risks specific to the liability.

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 2 ACCOUNTING POLICIES CONTINUED

#### Taxation

Tax on the profit or loss 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 directly in equity, in which case it is recognised in the Consolidated Statement of Comprehensive Income and Expense.

Current tax is expected tax payable on the taxable income for the year, using tax rates enacted or substantively enacted at the balance sheet date and any adjustment to tax payable in respect of previous years.

Deferred tax is provided on temporary differences between the carrying amounts of assets and liabilities for financial reporting purposes and the amounts used for taxation purposes. The following temporary differences are not provided for: the initial recognition of goodwill; the initial recognition of assets or liabilities that affect neither accounting nor taxable profit other than in a business combination; and differences relating to investments in subsidiaries to the extent that they will probably not reverse in the foreseeable future. The amount of deferred tax provided is based on the expected manner of realisation or settlement of the carrying amount of assets and liabilities, using tax rates enacted or substantively enacted at the balance sheet date.

A deferred tax asset is recognised only to the extent that it is probable that future taxable profits will be available against which the asset can be utilised.

#### IFRS

The following accounting standards and interpretations, issued by the IASB and endorsed by the EU or International Financial Reporting Interpretations Committee (IFRIC), are effective for the first time in the current financial year and have been adopted by the group with no significant impact on the consolidated results or financial position:

- Amendments to IAS 12 – Deferred tax recovery of underlying assets
- Amendments to IAS 1 – Presentation of other comprehensive income

The following IFRSs have been endorsed by the EU but are not yet effective and have not been early adopted. The effective date relates to periods beginning on that date:

- Amendments to IFRS 1 – Government loans – effective 1 January 2013
- Amendments to IFRS 7 – Disclosures: Offsetting Financial Assets and Financial Liabilities – effective 1 January 2013
- IFRS 10 Consolidated Financial Statements – effective 1 January 2013
- IFRS 11 Joint Arrangements – effective 1 January 2013
- IFRS 12 Disclosure of Interests in Other Entities – effective 1 January 2013
- IFRS 13 Fair Value Measurement – effective 1 January 2013
- IAS 19 (Amendment) Defined Benefit Plans – effective 1 January 2013
- IAS 27 Separate Financial Statements – effective 1 January 2013
- IAS 28 Investments in Associates and Joint Ventures – effective 1 January 2013
- IFRIC 20 Stripping Costs in the Production Phase of a Surface Mine – effective 1 January 2013
- Annual improvements to IFRS 2009-2011 Cycle – effective 1 January 2013
- Amendment to IAS 32 – Offsetting Financial Assets and Financial Liabilities - effective 1 January 2014

The following IFRSs have been issued by the IASB but are yet to be endorsed by the EU. The effective date relates to periods beginning on that date:

- Investment Entities (Amendments to IFRS 10, IFRS 12, IAS 27) – effective 1 January 2014
- IFRS 9 Financial Instruments – effective 1 January 2015

None of these standards and interpretations, when applied, are expected to have a material impact upon the consolidated results or financial position of the group, other than in relation to disclosures or presentation.

### 3 SEGMENTAL ANALYSIS

The group manages its operations in two segments, being property and other investment and property development. The results of these segments are regularly reviewed by the board as a basis for the allocation of resources, in conjunction with individual site investment appraisals, and to assess their performance. Information regarding the results and net operating assets for each reportable segment are set out below:

	2013 £'000	2012 £'000
<b>Revenue (wholly in the United Kingdom):</b>		
Property and other investment being gross rents receivable	493	523
Property development being sales of development properties	–	–
	<b>493</b>	523
<b>Profit before taxation:</b>		
Property and other investment	1,010	199
Property development	309	236
	<b>1,319</b>	435
<b>Net operating assets:</b>		
Assets		
Property and other investment	16,667	15,713
Property development	3,866	3,761
Eliminations	(3,085)	(2,963)
Total assets	<b>17,448</b>	16,511
Liabilities		
Property and other investment	3,396	3,260
Property development	248	274
Eliminations	(3,085)	(2,963)
Total liabilities	<b>559</b>	571
Net operating assets	<b>16,889</b>	15,940

Of the group's share of the profit in its jointly controlled entity of £1,066,000 (2012: £33,000), £166,000 (2012: loss £23,000) relates to property development and £900,000 (2012: £56,000) relates to property investment. The interest income of £5,000 (2012: £2,000) relates entirely to property investment. Of the income tax expense of £212,000 (2012: £56,000), £207,000 (2012: £55,000) relates to property investment and £5,000 (2012: £1,000) to property development. Due to the reportable segments being accounted for in separate legal entities it is possible to directly allocate the group results and net assets to the reportable segments.

### 4 OPERATING PROFIT BEFORE GAINS/(LOSSES) ON INVESTMENT PROPERTIES AND OTHER INVESTMENTS

	2013 £'000	2012 £'000
Included are the following expenses/(income):		
Auditor's remuneration:		
Fees payable to the company's auditor for the audit of the annual accounts	23	23
Audit of subsidiary undertakings pursuant to legislation	3	3
Tax services	6	6
Other services	4	4
Depreciation of plant and equipment	1	2
Management charges receivable	<b>(351)</b>	(261)

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 5 FINANCIAL INCOME

	2013 £'000	2012 £'000
Bank and other interest receivable	99	111

### 6 EMPLOYEES

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

	Number of employees	
	2013	2012
Management	3	3
Administration	2	2
	<b>5</b>	5

The aggregate payroll costs of these persons were as follows:

	2013 £'000	2012 £'000
Wages and salaries	282	276
Social security costs	24	24
Other pension costs	25	24
	<b>331</b>	324

Other pension costs represents amounts paid by the group to a personal pension plan in respect of a director.

### 7 EMOLUMENTS OF DIRECTORS

The emoluments of the directors were as follows:

	Salary/fee £	Bonus £	Benefits £	Total 2013 £	Total 2012 £	Pension contributions 2013 £	2012 £
<b>As executives</b>							
J R Wollenberg	117,576	7,760	13,010	<b>138,346</b>	130,120	<b>25,067</b>	23,515
D A Whitaker	38,036	1,047	–	<b>39,083</b>	39,648	–	–
	155,612	8,807	13,010	<b>177,429</b>	169,768	<b>25,067</b>	23,515
<b>As non-executive</b>							
N D Jamieson	12,000	–	–	<b>12,000</b>	12,000	–	–
	167,612	8,807	13,010	<b>189,429</b>	181,768	<b>25,067</b>	23,515

The information above is in respect of the company. In addition Mr Wollenberg received consultancy fees of £50,000 (2012: £50,000) and Mr Whitaker received £5,625 (2012: nil) from our jointly controlled entity, Campmoss Property Company Limited. Details of the company's policy on directors' remuneration are contained within the remuneration report on pages 17 to 18. Amounts in respect of emoluments for Mr Whitaker are paid to Netpage Communications Limited, a company which he controls. Benefits relates to the provision of health care to Mr Wollenberg.

**8 TAXATION**

	<b>2013</b> <b>£'000</b>	2012 £'000
<b>Current tax</b>		
UK corporation tax on the result for the year	<b>84</b>	98
Adjustments in respect of prior periods	<b>(3)</b>	(9)
Total current tax	<b>81</b>	89
<b>Deferred tax</b>		
Origination and reversal of temporary differences	<b>(7)</b>	(4)
Total deferred tax	<b>(7)</b>	(4)
Taxation	<b>74</b>	85

**Factors affecting the tax charge for the year**

The tax charge for the year is lower (2012: lower) than the standard rate of corporation tax in the UK of 23.5% (2012: 25%). The differences are explained below:

	<b>2013</b> <b>£'000</b>	2012 £'000
<b>Tax reconciliation</b>		
Profit before taxation	<b>1,379</b>	435
Profit before taxation multiplied by standard rate of corporation tax in the UK of 23.5% (2012: 25%)	<b>324</b>	108
<i>Effects of:</i>		
Difference between chargeable gains and accounting profits in respect of investment disposals	<b>(2)</b>	–
Jointly controlled entity	<b>(251)</b>	(8)
Effect of different tax rates	<b>(2)</b>	(6)
Other temporary differences	<b>8</b>	–
Adjustments in respect of prior periods	<b>(3)</b>	(9)
<b>Taxation</b>	<b>74</b>	85

A reduction in the UK corporation tax rate from 26% to 25% (effective from 1 April 2012) was substantively enacted on 5 July 2011, and further reductions to 24% (effective from 1 April 2012) and 23% (effective from 1 April 2013) were substantively enacted on 26 March 2012 and 3 July 2012 respectively. This will reduce the company's future current tax charge accordingly. The deferred tax liability at 30 September 2013 has been calculated based on the rate of 20% substantively enacted at the balance sheet date.

The March 2013 Budget announced that the rate will further reduce to 20% by 2015 in addition to the planned reduction to 21% by 2014 previously announced in the December 2012 Autumn Statement. It has not yet been possible to quantify the full anticipated effect of the announced further rate reduction, although this will further reduce the company's future current tax charge.

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 9 EARNINGS PER SHARE

Earnings per share has been calculated in accordance with IAS 33 – Earnings Per Share using the profit after tax for the financial year of £1,245,000 (2012: £350,000) and the weighted average number of shares as follows:

	Weighted average number of shares	
	2013	2012
Basic	1,322,287	1,322,862
Adjustment to basic for bonus element of shares to be issued on exercise of options	–	–
Diluted basis	1,322,287	1,322,862

### 10 NET ASSETS PER SHARE

	2013 Pence per share	2012 Pence per share
Based on shares in issue at 30 September 2013 of 1,322,287 (2012: 1,322,287)	1,277	1,205

### 11 FREEHOLD INVESTMENT PROPERTIES

	2013 £'000	2012 £'000
<b>Group and company</b>		
At beginning of year	3,980	4,002
Additions during the year	16	–
Deficit on revaluation in year	(153)	(22)
<b>At end of year</b>	<b>3,843</b>	<b>3,980</b>

The company's freehold commercial investment properties have been valued by external valuers, Cushman & Wakefield LLP, and its residential property by Nevin & Wright as at 30 September 2013. These external valuations have been prepared as Regulated Purpose Valuations in accordance with the Practice Statements contained in the RICS Appraisal and Valuation Standards published by the Royal Institution of Chartered Surveyors in May 2003 (as amended). The bases of valuation were Market Value and Existing Use Value, as appropriate. The aggregate values attributed to these investment properties are as follows:

	30 September 2013 £'000
Cushman & Wakefield LLP	3,553
Nevin & Wright	290
	<b>3,843</b>

The historical cost of the investment properties was:

	30 September 2013 £'000
<b>Group and company</b>	
<b>At 30 September 2013</b>	<b>3,735</b>
At 30 September 2012	3,719

The cumulative amount of interest capitalised at 30 September 2013 was £90,000 (2012: £90,000).

## 12 PROPERTY, PLANT AND EQUIPMENT

	Own use freehold property £'000	Fixtures, fittings and equipment £'000	Motor vehicles £'000	Total £'000
<b>Cost or valuation</b>				
At 30 September 2011 and 2012	183	64	6	253
Additions	–	1	–	1
Revaluation	23	–	–	23
<b>At 30 September 2013</b>	<b>206</b>	<b>65</b>	<b>6</b>	<b>277</b>
<b>Depreciation</b>				
At 30 September 2011	–	62	5	67
Charge for year	–	1	1	2
At 30 September 2012	–	63	6	69
Charge for year	–	1	–	1
<b>At 30 September 2013</b>	<b>–</b>	<b>64</b>	<b>6</b>	<b>70</b>
<b>Net book value</b>				
<b>At 30 September 2013</b>	<b>206</b>	<b>1</b>	<b>–</b>	<b>207</b>
At 30 September 2012	183	1	–	184
At 30 September 2011	183	2	1	186

Own use freehold property was valued by Cushman & Wakefield LLP at market value as at 30 September 2013. The historic cost of the property is £202,000 (2012: £202,000).

## 13 INVESTMENTS

	Shares in jointly controlled entity £'000	Unlisted investments £'000	Listed investments £'000	Total £'000
At beginning of year	6,220	8	450	6,678
Additions	–	–	100	100
Disposals	–	–	(18)	(18)
Net change in fair value of available for sale financial assets	–	–	(133)	(133)
Share of profit of jointly controlled entity	1,066	–	–	1,066
<b>At end of year</b>	<b>7,286</b>	<b>8</b>	<b>399</b>	<b>7,693</b>

**Listed investments**

These include minority stakes in The Renewables Infrastructure Group Limited, listed on The London Stock Exchange, Immupharma Plc and Galileo Resources plc, listed on AIM, and are designated as available for sale financial assets.

**Jointly controlled entity**

The group owns 47.62% (2012: 47.62%) of the total issued ordinary share capital of £1,050,000 of Campmoss Property Company Limited, incorporated in England and Wales.

The group's share of the results of Campmoss Property Company Limited and its subsidiary undertakings for the year ended 30 September 2013 has been incorporated in the consolidated financial statements. The following figures have been derived from the financial statements of Campmoss Property Company Limited and those of its subsidiary undertakings for the year ended 30 September 2013.

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 13 INVESTMENTS CONTINUED

The group's share of the consolidated income, expenses, revaluations, tax and profit after tax was:

	2013 £'000	2012 £'000
Income	2,158	1,089
Expenses	(1,201)	(697)
Taxation on ordinary activities	(171)	(57)
Revaluation of investment properties	280	(302)
Profit after tax	1,066	33

The group's share of the consolidated net assets of Campmoss Property Company Limited and its subsidiary undertakings was:

	2013 £'000	2012 £'000
<b>Non-current assets</b>		
Investment properties	11,900	11,718
	<b>11,900</b>	<b>11,718</b>
<b>Current assets</b>		
Stock and work in progress	1,650	2,157
Trade and other receivables	241	273
Cash and cash equivalents	405	421
	<b>2,296</b>	2,851
<b>Total assets</b>	<b>14,196</b>	14,569
<b>Current liabilities</b>		
Loans	(274)	(6,267)
Corporation tax	(132)	–
Trade and other payables	(1,078)	(1,098)
	<b>(1,484)</b>	(7,365)
<b>Non-current liabilities</b>		
Loans	(5,048)	(644)
Deferred tax liability	(378)	(340)
	<b>(5,426)</b>	(984)
<b>Total liabilities</b>	<b>(6,910)</b>	(8,349)
<b>Net assets</b>	<b>7,286</b>	6,220

Investment properties are included at fair value based on directors' valuations as at 30 September 2013.

Loans are secured on certain investment properties. Loans due after more than one year are repayable as follows:

	2013 £'000	2012 £'000
1–2 years	512	99
2–5 years	4,536	545
	<b>5,048</b>	644

During the year, Campmoss has put into place a three year loan facility of £11.25m at 3% over three month LIBOR with Barclays Bank. This facility was used to repay two loans falling due within the financial year and a development loan in respect of its new care home development at Tangley Place, Worplesdon, now completed and let.

**14 STOCK AND WORK IN PROGRESS**

This comprises development properties held for sale.

**15 TRADE AND OTHER RECEIVABLES**

	2013 £'000	2012 £'000
Trade receivables	66	61
Amounts owed by jointly controlled entity	636	2,023
Other receivables	46	54
Prepayments and accrued income	106	51
	<b>854</b>	2,189

**16 TRADE AND OTHER PAYABLES**

	2013 £'000	2012 £'000
Rents received in advance	92	75
Trade creditors	21	13
Other taxes and social security	27	29
Other creditors	194	209
Accruals and deferred income	84	83
	<b>418</b>	409

**17 DEFERRED TAXATION**

	2013 £'000	2012 £'000
At beginning of year	(60)	(64)
Charge for the year in the income statement	7	4
<b>At end of year</b>	<b>(53)</b>	(60)

Provision has been made for deferred taxation as follows:

	2013 £'000	2012 £'000
Difference between accumulated depreciation and amortisation and capital allowances	(60)	(64)
Other temporary differences	7	4
<b>Net deferred tax liability</b>	<b>(53)</b>	(60)
Disclosed as:		
Deferred tax asset	4	4
Deferred tax liability	(57)	(64)
<b>Net deferred tax liability</b>	<b>(53)</b>	(60)

The above deferred tax asset included within non-current assets in the group accounts relates to timing differences and is not anticipated to be recoverable within the next 12 months.

A deferred tax asset of £73,000 (2012: £68,000) in respect of the net deficits on property revaluations has not been recognised due to uncertainty regarding its recoverability.

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 18 SHARE BASED PAYMENTS

The fair values of services received in return for share options granted are measured by reference to the fair value of share options granted. The estimate of the fair value of the option, which is spread over the vesting period, is measured based on a Black Scholes model (with the contractual life of the option and expectations of early exercise built into the model). The option vests after a period of 3 years and in addition, the average of the previous three years net asset value per share must exceed the corresponding increase in the FT Real Estate Index over the same period, by at least 3%.

The terms and conditions of outstanding share options granted in previous years are as follows:

Date granted	Amount paid	No. of ordinary shares	Option price per share	Exercisable between
8 December 2006	£1	500	1,105p	2009–2016

The principal assumptions used in assessing the fair value of the above options are as follows:

- share price – 1,105p;
- exercise price – 1,105p;
- option life – 10 years;
- expected dividends – 1.4%; and
- risk free interest rate – 4.3%.

No options were exercised during the year and none were granted.

### 19 SHARE CAPITAL

	2013 £'000	2012 £'000
<b>Authorised</b>		
4,500,000 (2012: 4,500,000) ordinary shares of 20 pence each	900	900
<b>Allotted, called up and fully paid</b>		
At 30 September 2012 – 1,322,287 (2011: 1,339,007) ordinary shares of 20 pence each	264	268
Cancelled during the year – nil (2012: 16,720) ordinary shares of 20 pence each	–	(4)
At 30 September 2013 – 1,322,287 (2012: 1,322,287) ordinary shares of 20 pence each	264	264

At 30 September 2013 there were outstanding the following options for senior executives and employees to purchase ordinary shares of 20 pence each:

Date granted	Amount paid	No. of ordinary shares	Option price per share	Exercisable between
8 December 2006	£1	500	1,105p	2009–2016

The total number of ordinary shares under option is 500 (2012: 500).

#### Capital management

The board's objectives when managing capital are to maintain a balance between providing shareholders with an adequate return by means of a progressive dividend policy whilst ensuring the security of the group supported by a sound capital structure. In order to maintain the optimal capital structure, the group may adjust its dividend policy, issue new shares or return capital to shareholders.

**20 SHARE PREMIUM ACCOUNT**

£'000

Group and company		£'000
At beginning and end of year		5,076

**21 OTHER RESERVES**

	Available for sale reserve £'000	Capital redemption reserve £'000	Capital reserve £'000	Merger reserve £'000	Total £'000
At beginning of year	251	490	30	1,869	2,640
Realisation of available for sale reserve	15	–	–	–	15
Net change in fair value	(110)	–	–	–	(110)
<b>At end of year</b>	<b>156</b>	<b>490</b>	<b>30</b>	<b>1,869</b>	<b>2,545</b>

The capital redemption reserve arises from the transfer from share capital of the nominal value of shares purchased for cancellation and is not available for distribution. The capital and merger reserves arise from the acquisition of subsidiaries and are not available for distribution.

**22 INVESTMENT PROPERTY REVALUATION RESERVE**2013  
£'0002012  
£'000

At beginning of year	(1,158)	(834)
Transfer from retained earnings on revaluation in the year	127	(324)
<b>At end of year</b>	<b>(1,031)</b>	<b>(1,158)</b>

The investment property revaluation reserve represents surpluses and deficits arising on revaluation of the group's properties, including our share of Campmoss Property Company Limited, our 47.62% jointly controlled entity. This reserve comprises unrealised profits and losses and is not available for distribution until realised through sale.

**23 RETAINED EARNINGS**2013  
£'0002012  
£'000

At beginning of year	9,118	8,726
Profit for the financial year	1,245	350
Dividends paid	(163)	(165)
Transfer to investment property revaluation reserve on revaluation in the year	(127)	324
Transfer to investment property revaluation reserve on realisation	(15)	–
Transfer to other reserves on revaluation of available for sale assets	(23)	–
Own shares purchased in year	–	(117)
<b>At end of year</b>	<b>10,035</b>	<b>9,118</b>

**24 COMMITMENTS****Expenditure on development and investment properties**

There were no commitments under contract at 30 September 2013 (2012: nil).

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 25 OPERATING LEASES

#### Operating leases granted

The group leases out its investment properties under operating leases. The future aggregate minimum rentals receivable under non-cancellable operating leases are as follows:

	2013 £'000	2012 £'000
Within one year	270	254
Years two to five	861	914
More than five years	817	846
<b>Total</b>	<b>1,948</b>	2,014

#### Operating leases taken

Neither the group nor the company had any material commitments under non-cancellable operating leases at 30 September 2013 (2012: nil).

### 26 RELATED PARTY TRANSACTIONS

During the year the company entered into the following transactions with related parties:

Party	Nature of transaction	Value		Balance owed by related party at 30 September	
		2013 £'000	2012 £'000	2013 £'000	2012 £'000
Campmoss Property Company Limited	Loans made by the company to acquire and develop properties	–	–	–	2,000
	Loans repaid to the company	1,500	71	500	–
	Loan interest received by the company	32	50	–	12
	Management fees received by the company	340	246	136	11
	Consultancy fees received by J R Wollenberg (director)	50	50	62	87
Netpage Communications Ltd	Consultancy fees in respect of the services of D A Whitaker (director)	39	39	–	–
D M Joseph	Director's salary paid	3	3	1	1

Campmoss Property Company Limited is a jointly controlled entity of the company. The amount due from Campmoss Property Company Limited at 30 September 2013 of £500,000 (2012: £2,000,000) represents the outstanding balance on the revolving credit drawdown facility of £2,000,000 (2012: £2,200,000) provided to Campmoss Property Company Limited by the company at an interest rate of base plus 2%. The loans are secured on certain investment properties. Campmoss Property Company Limited is a company in which Mr Wollenberg is a director and both he and the company are shareholders.

Mr D M Joseph is a non-executive director of First Choice Estates plc, a wholly owned subsidiary of the company.

Details relating to the shareholdings and remuneration of key management personnel are set out in the directors' report on page 11 and note 7 on page 30.

All transactions were carried out at arms length.

## 27 FINANCIAL INSTRUMENTS

The group has exposure to credit risk, liquidity risk and market risk. This note presents information about the group's exposure to these risks, along with the group's objectives, processes and policies for managing the risks.

### Credit risk

Credit risk is the risk of financial loss for the group if a client or counterparty to a financial instrument fails to meet its contractual obligations, and arises principally from the group's receivables from clients, amounts due from the jointly controlled entity and monies on deposit with financial institutions.

The group has a credit policy in place and credit risk is monitored by the board on an ongoing basis. Credit evaluations are carried out on all new clients before credit is granted above certain thresholds. There is a spread of risks among a number of clients with no significant concentration of risk with any one client. The group establishes an allowance for impairment in respect of trade receivables where there is any doubt over recoverability.

The group has significant monies on deposit at the year end, largely in short term treasury deposits. The group's policy is to maximise interest income on these cash deposits whilst credit risk is mitigated through placing cash with leading international highly-rated financial institutions.

The carrying amount of financial assets represents the maximum exposure to credit risk as follows:

	2013 £'000	2012 £'000
Cash and cash equivalents	<b>2,145</b>	2,808
Financial assets	<b>2,034</b>	—
Trade and other receivables	<b>218</b>	166
Amounts due from jointly controlled entity	<b>636</b>	2,023
	<b>5,033</b>	4,997

At 30 September 2013 the group had £4,179,000 (2012: £2,808,000) deposited with banks and financial institutions of which: £895,000 is available for withdrawal in less than 30 days; £500,000 is available for withdrawal in 30-60 days; £750,000 is available for withdrawal in 60-90 days; and £2,034,000 is available for withdrawal in 90-180 days. As shown in the table above, the amounts available for withdrawal in over 90 days are classed as financial assets.

The amounts due from the jointly controlled entity at 30 September 2013 are repayable on demand and are secured upon certain investment properties owned by the jointly controlled entity. None of these amounts are overdue.

All financial assets are sterling denominated.

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 27 FINANCIAL INSTRUMENTS CONTINUED

The ageing of trade receivables, prepayments and other receivables along with the associated provision at the year end was:

	2013		2012	
	Gross £000	Provision £000	Gross £000	Provision £000
Not past due	<b>218</b>	—	161	—
Past due 31-90 days	—	—	3	3
Past due more than 90 days	<b>10</b>	<b>10</b>	17	12
	<b>228</b>	<b>10</b>	181	15

The movement in the provision during the year was as follows:

At beginning of year	<b>15</b>	15
Amounts written back	(15)	(15)
Provided in year	<b>10</b>	15
At end of year	<b>10</b>	15

#### Liquidity risk

Liquidity risk is the risk that the group will not be able to meet its financial obligations as they fall due. The group's approach to managing liquidity is to ensure, as far as possible, that it will always have adequate liquidity to meet its liabilities as they fall due, without incurring unacceptable losses or risking damage to the group's reputation.

In respect of cash deposits, the carrying value approximates to fair value because of the short maturity of the deposits. Interest rates are floating and based on LIBOR. There is also no difference between the fair value of other financial assets and financial liabilities and their carrying value in the balance sheet.

The group's financial liabilities comprise trade creditors and other creditors amounting to £418,000 (2012: £409,000) and are all repayable within one year and are non-interest bearing.

#### Banking facilities

The company does not have loan or overdraft facilities. Sufficient cash resources are available to the group to complete the current maintenance and development programme. The board will keep this position under review.

#### Market risk

Market risk is the risk that changes in market prices such as currency rates, interest rates and stock market prices will affect the group's results. The group's objective is to manage and control market risk within suitable parameters.

#### Currency risk

All of the group's transactions are denominated in sterling. Accordingly, the group has no direct exposure to exchange rate fluctuations. Furthermore, the group does not trade in derivatives.

#### Interest rate risk

The group does not undertake any hedging activity in this area. The main element of interest rate risk involves sterling deposits which are placed on a fixed rate deposit.

## COMPANY BALANCE SHEET

at 30 September 2013

	Notes	2013 £'000	2013 £'000	2012 £'000	2012 £'000
<b>Fixed assets</b>					
Tangible assets:					
Investment properties	11		<b>3,843</b>		3,980
Other	31		<b>207</b>		184
			<b>4,050</b>		4,164
Investments	32		<b>4,233</b>		4,284
			<b>8,283</b>		8,448
<b>Current assets</b>					
Debtors	33		<b>828</b>		2,146
Cash at bank and in hand			<b>4,179</b>		2,808
			<b>5,007</b>		4,954
<b>Creditors: amounts falling due within one year</b>	34		<b>(3,340)</b>		(3,217)
<b>Net current assets</b>			<b>1,667</b>		1,737
<b>Total assets less current liabilities</b>			<b>9,950</b>		10,185
<b>Provisions for liabilities</b>	35		<b>(57)</b>		(64)
<b>Net assets</b>			<b>9,893</b>		10,121
<b>Capital and reserves</b>					
Called up share capital	19		<b>264</b>		264
Share premium account	20		<b>5,076</b>		5,076
Investment property revaluation reserve	36		<b>107</b>		260
Other reserves	37		<b>2,496</b>		2,591
Profit and loss account	38		<b>1,950</b>		1,930
<b>Shareholders' funds – equity</b>	39		<b>9,893</b>		10,121

These financial statements were approved by the board of directors on 27 November 2013 and were signed on its behalf by:

**J Richard Wollenberg**  
 Director

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 28 ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

#### **Basis of preparation**

The financial statements have been prepared under the historical cost convention, modified by the revaluation of properties and certain investments, and in accordance with applicable accounting standards and with the Companies Act 2006 except as noted below under investment properties.

Under FRS 1, the company is exempt from the requirement to prepare a cash flow statement on the grounds that a parent undertaking includes the company in its own published consolidated financial statements.

#### **Investment properties**

Design, construction and management expenses together with interest incurred in respect of investment properties in the course of development are capitalised until the building is effectively completed and available for letting along with the costs directly attributable to the initial letting of newly developed properties. Thereafter they are charged to the profit and loss account. Whilst under development such properties are classified as assets in the course of construction and any accumulated revaluation surpluses or deficits are transferred from the investment property revaluation reserve to a separate revaluation reserve. These properties are also revalued at the year end and surpluses or deficits transferred to that revaluation reserve. As assets in the course of construction are not in use they are not depreciated.

When completed, these properties are transferred back to investment properties and accumulated revaluation surpluses or deficits transferred back to the investment property revaluation reserve.

In accordance with Statement of Standard Accounting Practice No. 19:

- investment properties are revalued annually and surpluses or deficits are transferred to a revaluation reserve unless a deficit on an individual property is considered permanent. In this case the deficit is charged to the profit and loss account and any subsequent reversal is credited to the profit and loss account in the period in which it arises; and
- no depreciation is provided in respect of freehold investment properties.

This treatment, as regards certain of the company's investment properties, may be a departure from the requirements of the Companies Act 2006 concerning depreciation of fixed assets. However, these properties are not held for consumption but for investment and the directors consider that systematic annual depreciation would be inappropriate. The accounting policy adopted is therefore necessary for the financial statements to give a true and fair view. Depreciation is only one of the many factors reflected in the annual valuation and the amount which might otherwise have been shown cannot be separately identified or quantified.

Independent professional valuations for the company's investment properties are obtained by the directors annually. The most recent such valuations were obtained as at 30 September 2013.

#### **Tangible fixed assets – other**

Tangible fixed assets – other, comprise property, motor vehicles and fixtures, fittings and equipment.

Property is stated at valuation. An independent professional valuation for the company's freehold property is obtained by the directors annually. The most recent valuation was at 30 September 2013. Surpluses or deficits arising are transferred to a revaluation reserve with the exception of permanent deficits, which do not reverse previous surpluses, which are recognised in the profit and loss account.

Motor vehicles, plant and equipment are stated at cost less accumulated depreciation.

Provision is made for depreciation so as to write off their cost on a straight line basis over their expected useful life as follows:

• property	– 50 years
• motor vehicles	– 4 years
• fixtures, fittings and equipment	– 4 years

## **28 ACCOUNTING POLICIES CONTINUED**

### **Investments**

Listed investments are classified as assets available for sale and are stated at fair value.

Investments in subsidiary undertakings and joint ventures are stated at cost less any impairment.

### **Cash at bank and in hand**

Cash comprises cash in hand and deposits repayable in line with notice periods determined by the company, less overdrafts payable on demand.

### **Share based payments**

Information relating to the accounting policy and disclosure of share based payments is included in notes 2 and 19 respectively.

### **Taxation**

Provision is made for corporation tax payable at current rates on the result for the period as adjusted for tax purposes.

Deferred tax is recognised, without discounting, in respect of all timing differences between the treatment of certain items for taxation and accounting purposes which have arisen but not reversed by the balance sheet date, except as otherwise required by FRS 19 – Deferred Tax.

Deferred tax assets are recognised to the extent that it is probable that future taxable profits will be available against which the timing difference can be utilised. Deferred tax assets are reviewed at each reporting date and are reduced to the extent that it is no longer probable that the tax benefit will be received.

### **Related party transactions**

Under FRS 8 – Related Party Transactions, the company has taken advantage of the exemption not to disclose transactions with subsidiaries where 100% of the voting rights are controlled by the company.

### **Dividends**

Dividends unpaid at the balance sheet date are only recognised as a liability to the extent that they are appropriately declared and authorised and are no longer at the discretion of the company. Unpaid dividends that do not meet this criteria are disclosed in the Directors' Report.

## **29 ADMINISTRATIVE EXPENSES**

	<b>2013</b> £'000	2012 £'000
Auditor's remuneration:		
Fees payable to the company's auditor for the audit of the annual accounts	<b>23</b>	23
Tax services	<b>5</b>	5
Other services	<b>3</b>	3
Depreciation of plant and equipment	<b>1</b>	2

Details of employee numbers and costs in respect of the company are given in note 6.

## **30 PROFIT FOR THE FINANCIAL YEAR OF THE COMPANY**

The profit for the financial year dealt with in the financial statements of the company is as follows:

	<b>2013</b> £'000	2012 £'000
Profit for the financial year	<b>198</b>	206

In accordance with the provisions of Section 408 of the Companies Act 2006 the company has not published a separate profit and loss account. The parent company's profit and loss account was approved by the board on 27 November 2013.

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 31 TANGIBLE FIXED ASSETS – OTHER

	Own use freehold property £'000	Fixtures, fittings and equipment £'000	Motor vehicles £'000	Total £'000
<b>Cost or valuation</b>				
At beginning of year	183	64	6	253
Additions	–	1	–	1
Revaluation	23	–	–	23
<b>At end of year</b>	<b>206</b>	<b>65</b>	<b>6</b>	<b>277</b>
<b>Depreciation</b>				
At beginning of year	–	63	6	69
Charge for year	–	1	–	1
<b>At end of year</b>	<b>–</b>	<b>64</b>	<b>6</b>	<b>70</b>
<b>Net book value</b>				
<b>At 30 September 2013</b>	<b>206</b>	<b>1</b>	<b>–</b>	<b>207</b>
At 30 September 2012	183	1	–	184

Own use freehold property was valued by Cushman & Wakefield LLP at market value as at 30 September 2013. The historical cost of the property is £202,000 (2012: £202,000).

### 32 INVESTMENTS

	Shares in group undertakings £'000	Shares in joint venture undertaking £'000	Listed investments £'000	Total £'000
At beginning of year	3,289	545	450	4,284
Additions	–	–	100	100
Disposals	–	–	(18)	(18)
Revaluation of investments	–	–	(133)	(133)
<b>At end of year</b>	<b>3,289</b>	<b>545</b>	<b>399</b>	<b>4,233</b>

#### Group undertakings

The company's investments in group undertakings, all of which are incorporated in England and Wales, are as follows:

	Issued share capital held	Type of shares held	Activity
First Choice Estates plc	100%	Ordinary shares of £1 each	Property development
Thames Valley Retirement Homes Limited	100%	Ordinary shares of £1 each	Property development
Village Residential plc	100%	Ordinary shares of 10p each	Dormant
Cardiff Property (Construction) Limited	100%	Ordinary shares of £1 each	Dormant
Wadharma Holdings Limited	100%	Ordinary shares of £1 each	Dormant
Land Bureau Limited	100%	Ordinary shares of £1 each	Dormant

All of the above undertakings have been included within the consolidated financial statements.

Further information on listed investments and our jointly controlled entity, Campmoss Property Company Limited, is included in note 13.

**33 DEBTORS**

	2013 £'000	2012 £'000
Trade debtors	54	33
Amounts owed by subsidiary undertakings	25	25
Amounts owed by joint venture undertaking	636	2,023
Other debtors	3	11
Prepayments and accrued income	106	50
Deferred tax asset (note 35)	4	4
	<b>828</b>	2,146

**34 CREDITORS**

	2013 £'000	2012 £'000
Rents received in advance	72	58
Trade creditors	20	11
Amounts owed to subsidiary undertakings	3,009	2,888
Corporation tax	53	63
Other taxes and social security	20	22
Other creditors	85	99
Accruals and deferred income	81	76
	<b>3,340</b>	3,217

**35 PROVISIONS FOR LIABILITIES****Deferred taxation**

	2013 £'000	2012 £'000
At beginning of year	(60)	(64)
Credit for the year in the profit and loss account	7	4
<b>At end of year</b>	<b>(53)</b>	(60)

Provision has been made for deferred taxation as follows:

	2013 £'000	2012 £'000
Difference between accumulated depreciation and amortisation and capital allowances	(60)	(64)
Other timing differences	7	4
<b>Net deferred tax liability</b>	<b>(53)</b>	(60)
Disclosed as:		
Deferred tax asset (note 33)	4	4
Deferred tax liability (see above)	(57)	(64)
<b>Net deferred tax liability</b>	<b>(53)</b>	(60)

The above deferred tax asset is not anticipated to be recoverable within the next 12 months.

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### 36 INVESTMENT PROPERTY REVALUATION RESERVE

	£'000
At beginning of year	260
Revaluation in year	(153)
<b>At end of year</b>	<b>107</b>

### 37 OTHER RESERVES

	Revaluation reserve £'000	Capital redemption reserve £'000	Merger reserve £'000	Total £'000
At beginning of year	232	490	1,869	2,591
Realisation of revaluation reserve	15	–	–	15
Revaluation of property held for own use	23	–	–	23
Revaluation of investments	(133)	–	–	(133)
<b>At end of year</b>	<b>137</b>	<b>490</b>	<b>1,869</b>	<b>2,496</b>

### 38 PROFIT AND LOSS ACCOUNT

	2013 £'000	2012 £'000
At beginning of year	1,930	2,006
Profit for the financial year	198	206
Dividends paid	(163)	(165)
Realisation of revaluation reserve	(15)	–
Own shares purchased in year	–	(117)
<b>At end of year</b>	<b>1,950</b>	<b>1,930</b>

### 39 RECONCILIATION OF MOVEMENTS IN SHAREHOLDERS' FUNDS

	2013 £'000	2012 £'000
Opening shareholders' funds	10,121	10,069
Profit for the financial year	198	206
Dividends paid	(163)	(165)
Revaluation of investment properties	(153)	(22)
Revaluation of other property	23	–
Revaluation of investments	(133)	150
Own shares purchased	–	(117)
<b>Closing shareholders' funds</b>	<b>9,893</b>	<b>10,121</b>

### 40 PARENT COMPANY RISKS

In accordance with FRS 29, the company has taken advantage of the exemption in the Standard not to disclose information about the parent company's exposure to financial instrument risks.

## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the one hundred and twenty-seventh Annual General Meeting of The Cardiff Property Public Limited Company will be held at 56 Station Road, Egham, Surrey TW20 9LF on Thursday 16 January 2014 at 12 noon, for the following purposes:

### Ordinary business

1. To receive the reports of the directors and auditor and the financial statements for the year ended 30 September 2013.
2. To approve the remuneration report for the year ended 30 September 2014.
3. To declare a dividend to be paid on 13 February 2014.
4. To re-elect as a director, Nigel D Jamieson who retires by rotation.
5. To appoint KPMG LLP as auditor of the company and to authorise the directors to determine its remuneration. KPMG Audit Plc has notified the company that they are not seeking reappointment.

### Special business

To consider and, if thought fit, to pass resolution 6 as an ordinary resolution and resolutions 7 and 8 as special resolutions.

6. That the directors be generally and unconditionally authorised pursuant to section 551 of the Companies Act 2006 to exercise all the powers of the company to allot, grant options over or otherwise deal with or dispose of the unissued share capital of the company provided that the authority hereby given:
  - (a) shall be limited to unissued shares in the share capital of the company having an aggregate nominal value of £88,152; and
  - (b) shall expire at the end of the next Annual General Meeting of the company unless previously renewed or varied save that the directors may, notwithstanding such expiry, allot, grant options over or otherwise deal with or dispose of any shares under this authority in pursuance of an offer or agreement to do so made by the company before the expiry of this authority.

### Special resolutions

7. Subject to the passing of the preceding ordinary resolution the directors be and they are hereby empowered pursuant to section 570 and section 573 of the Companies Act 2006 to allot equity securities (as defined in section 560 of that Act) for cash pursuant to the authority conferred in that behalf by the preceding ordinary resolution, as if section 561(1) of that Act did not apply to any such allotment, provided that this power shall be limited:
  - (a) to the allotment of equity securities in connection with a rights issue in favour of ordinary shareholders where the equity securities respectively attributable to the interests of all ordinary shareholders are proportionate (as nearly as may be) to the respective numbers of ordinary shares held by them subject only to such exclusions or other arrangements as the directors may deem necessary or expedient to deal with fractional entitlements; and
  - (b) to the allotment (otherwise than pursuant to subparagraph (a) above) of equity securities up to an aggregate nominal amount of £13,222 representing 5% of the present issued share capital of the company;

and shall expire on the date of the next Annual General Meeting of the company or 15 months from the passing of this resolution, whichever is the earlier, save that the company may before such expiry make an offer or agreement which would or might require equity securities to be allotted after such expiry and the board may allot equity securities in pursuance of such an offer or agreement as if the power conferred hereby had not expired.

## NOTICE OF ANNUAL GENERAL MEETING CONTINUED

8. Pursuant to article 12(2) of the company's articles of association that the company be and is hereby unconditionally and generally authorised to make market purchases (as defined in section 693(4) of the Companies Act 2006) of ordinary shares of 20 pence each in the capital of the company, provided that:
  - (a) the maximum number of ordinary shares hereby authorised to be acquired is 198,210 representing 14.99% of the present issued share capital of the company;
  - (b) the minimum price which may be paid for such shares is 20 pence per share which amount shall be exclusive of expenses;
  - (c) the maximum price which may be paid for such shares is, in respect of a share contracted to be purchased on any day, an amount (exclusive of expenses) equal to 105% of the average of the middle market quotations for an ordinary share of the company taken from the Daily Official List of The London Stock Exchange on the ten business days immediately preceding the day on which the share is contracted to be purchased;
  - (d) the authority hereby conferred shall expire at the conclusion of the next Annual General Meeting or fifteen months from the passing of this resolution, whichever is the earlier; and
  - (e) the company may make a contract to purchase its own shares under the authority hereby conferred prior to the expiry of such authority which will or may be executed wholly or partly after the expiry of such authority, and may make a purchase of its own shares in pursuance of any such contract.

Registered office:  
3 Assembly Square  
Britannia Quay  
Cardiff Bay  
CF10 4AX

By order of the board  
**David A Whitaker FCA**  
Secretary  
27 November 2013

## Notes

1. A member entitled to attend and vote at the above meeting is entitled to appoint a proxy to exercise all or any of their rights to attend, speak and vote on his/her behalf at the meeting. A proxy need not be a member of the company.
2. You may appoint more than one proxy provided each proxy is appointed to exercise rights attached to different shares. You may not appoint more than one proxy to exercise rights attached to any one share. To appoint more than one proxy you may photocopy the form of proxy. Please indicate the proxy holder's name and the number of shares in relation to which they are authorised to act as your proxy (which, in aggregate, should not exceed the number of shares held by you). Please also indicate if the proxy instruction is one of multiple instructions being given. All forms must be signed and should be returned together in the same envelope.
3. A form of proxy accompanies this notice. Forms of proxy, to be valid, must be delivered to the company's offices at 56 Station Road, Egham, Surrey TW20 9LF in accordance with the instructions printed thereon, not less than 48 hours before the time appointed for the holding of the meeting.
4. If you are not a member of the company but you have been nominated under section 146 of the Companies Act 2006 (the 'Act') by a member of the company to enjoy information rights, you do not have the rights of members in relation to the appointment of proxies set out in notes 1, 2 and 3. The rights described in those notes can only be exercised by members of the company.
5. A vote withheld is not a vote in law, which means that the vote will not be counted in the calculation of votes for or against the resolution. If you select the "Withheld" option or if no voting indication is given, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the meeting.
6. Information regarding the meeting, including the information required by section 311A of the Act, is available from [www.cardiff-property.com](http://www.cardiff-property.com).
7. As provided by Regulation 41 of the Uncertificated Securities Regulations 2001, only those members registered in the register of members of the company 48 hours before the time set for the meeting shall be entitled to attend and vote at the meeting in respect of the number of shares registered in their name at that time. Changes to entries on the relevant register of securities after that time shall be disregarded in determining the rights of any person to attend or vote at the meeting.
8. As at 16.00 hours on 26 November 2013, the company's issued share capital comprised 1,322,287 ordinary shares of 20 pence each. Each ordinary share carries the right to one vote at a general meeting of the company and, therefore, the total number of voting rights in the company at 16.00 hours on 26 November 2013 is 1,322,287.
9. Under section 319A of the Act, the company must answer any question you ask relating to the business being dealt with at the meeting unless (a) answering the question would interfere unduly with the preparation for the meeting or involve the disclosure of confidential information; (b) the answer has already been given on a website in the form of an answer to a question; or (c) it is undesirable in the interests of the company or the good order of the meeting that the question be answered.
10. If you are a person who has been nominated under section 146 of the Act to enjoy information rights (a 'Nominated Person'), you may have a right under an agreement between you and the member of the company who has nominated you to have information rights (a 'Relevant Member') to be appointed or to have someone else appointed as a proxy for the meeting. If you either do not have such a right or if you have such a right but do not wish to exercise it, you may have a right under an agreement between you and the Relevant Member to give instructions to the Relevant Member as to the exercise of voting rights. Your main point of contact in terms of your investment in the company remains the Relevant Member (or, perhaps, your custodian or broker) and you should continue to contact them (and not the company) regarding any changes or queries relating to your personal details and your interest in the company (including any administrative matters). The only exception to this is where the company expressly requests a response from you.

## NOTICE OF ANNUAL GENERAL MEETING CONTINUED

11. Members satisfying the thresholds in section 338 of the Act may require the company to give, to members of the company entitled to receive notice of the Annual General Meeting, notice of a resolution which those members intend to move (and which may properly be moved) at the Annual General Meeting. A resolution may properly be moved at the Annual General Meeting unless (i) it would, if passed, be ineffective (whether by reason of any inconsistency with any enactment or the company's constitution or otherwise); (ii) it is defamatory of any person; or (iii) it is frivolous or vexatious. The business which may be dealt with at the Annual General Meeting includes a resolution circulated pursuant to this right. A request made pursuant to this right may be in hard copy or electronic form, must identify the resolution of which notice is to be given, must be authenticated by the person(s) making it and must be received by the company not later than 6 weeks before the date of the Annual General Meeting.
12. Members satisfying the thresholds in section 338A of the Act may request the company to include in the business to be dealt with at the Annual General Meeting any matter (other than a proposed resolution) which may properly be included in the business at the Annual General Meeting. A matter may properly be included in the business at the Annual General Meeting unless (i) it is defamatory of any person or (ii) it is frivolous or vexatious. A request made pursuant to this right may be in hard copy or electronic form, must identify the matter to be included in the business, must be accompanied by a statement setting out the grounds for the request, must be authenticated by the person(s) making it and must be received by the company not later than 6 weeks before the date of the Annual General Meeting.
13. Members satisfying the thresholds in section 527 of the Act can require the company to publish a statement on its website setting out any matter relating to (i) the audit of the company's accounts (including the auditor's report and the conduct of the audit) that are to be laid before the Annual General Meeting; or (ii) any circumstances connected with an auditor of the company ceasing to hold office since the last Annual General Meeting, which the members propose to raise at the meeting. The company cannot require the members requesting the publication to pay its expenses. Any statement placed on the website must also be sent to the company's auditor no later than the time it makes its statement available on the website. The business which may be dealt with at the Annual General Meeting includes any statement that the company has been required to publish on its website pursuant to this right.
14. Copies of the directors' service contracts will be available for inspection at the registered office of the company during usual business hours from the date of this notice until the date of the Annual General Meeting, and also during and at least 15 minutes before the beginning of the Annual General Meeting.
15. The company may hold in treasury any of its own shares purchased under the authority conferred by resolution 8 above. This would give the company the ability to reissue treasury shares and provides greater flexibility in the management of its capital base. Any shares purchased by the company not held in treasury will be cancelled and the number of shares in issue reduced accordingly.

## CONSOLIDATED FIVE YEAR SUMMARY

### Income Statement Items

		2013	2012	2011	2010	2009
Revenue						
Gross rental income	£'000	<b>493</b>	523	546	595	561
Sales of development property	£'000	—	—	—	198	592
Total	£'000	<b>493</b>	523	546	793	1,153
Profit/(loss) before taxation	£'000	<b>1,319</b>	435	788	500	(656)
Dividends paid and proposed in respect of the year*	£'000	<b>166</b>	165	165	165	194
Dividend cover	times	<b>7.9</b>	2.6	4.8	3.0	(3.4)
Dividend per share	pence	<b>12.6</b>	12.3	12.3	12.3	12.3
Earnings/(loss) per share – basic	pence	<b>94.2</b>	26.5	50.3	20.9	(57.7)
<b>Balance sheet items</b>						
Total assets	£'000	<b>17,448</b>	16,511	16,321	15,795	17,608
Total liabilities	£'000	<b>(559)</b>	(571)	(599)	(682)	(840)
Net assets	£'000	<b>16,889</b>	15,940	15,722	15,113	16,768
Number of shares in issue at 30 September	'000	<b>1,322</b>	1,322	1,339	1,339	1,575
Net assets per share attributable to shareholders	pence	<b>1,277</b>	1,205	1,174	1,129	1,065
Gearing	per cent	<b>nil</b>	nil	nil	nil	nil

\* Dividends represent the interim paid and final declared in any one financial year.

## FINANCIAL CALENDAR

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<b>28 November 2013</b>	Results announced for the year ended 30 September 2013
<b>16 January 2014</b>	Annual General Meeting/General Meeting
<b>22 January 2014</b>	Ex dividend date for the final dividend
<b>24 January 2014</b>	Record date for the final dividend
<b>13 February 2014</b>	Final dividend to be paid
<b>February 2014</b>	Interim management statement to be announced
<b>May 2014</b>	Interim results for 2014 to be announced
<b>July 2014</b>	Interim dividend for 2014 to be paid
<b>July 2014</b>	Interim management statement to be announced
<b>30 September 2014</b>	Year end

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