



BANK OF ENGLAND
PRUDENTIAL REGULATION
AUTHORITY

Mutual Societies A

For societies registered under the Co-operative and Community Benefit Societies Act 2014

Society name:

CO-CARS LTD

Important information you should read before completing this form

You must use this form if you are a:

- registered society (previously referred to as an 'industrial and provident society')
- co-operative society
- community benefit society

registered under the Co-operative and Community Benefit Societies Act 2014.

You must submit this form and the society's accounts within 7 months of the end of your financial year. Failure to submit is an offence for which the society may be prosecuted.

Please note:

- we have an information note that may assist you in completing this application
- any personal details you give on the form will be placed on the society's public file.
- it is important you give accurate and complete information and disclose all relevant information. If you do not, it may take us longer to process your annual return.

Please keep a copy of the form and supporting documents for future reference.

Terms in this form

'FCA', 'PRA', 'us' and 'we' refer to the Financial Conduct Authority or Prudential Regulation Authority.

'You' refers to the person signing the form on behalf of the society.

'The 2014 Act' is the Co-operative and Community Benefit Societies Act 2014



PRUDENTIAL REGULATION
AUTHORITY



BANK OF ENGLAND
PRUDENTIAL REGULATION
AUTHORITY



Mutual Societies A

For societies registered under the Co-operative and Community Benefit Societies Act 2014

1 If you are using your computer to complete the form:

- use the TAB key to move from question to question and press SHIFT TAB to move back to the previous question; and
- print the completed form and arrange for it to be signed by all relevant individuals.

2 If you are filling in the form by hand:

- use black ink;
- write clearly; and
- arrange for it to be signed and dated by all relevant individuals.

3 If you make a mistake, cross it out and initial the changes; do not use correction fluid.

4 If you:

- leave a question blank;
- do not get the form signed; or
- do not attach the required supporting information

without telling us why, we will treat the application as incomplete. This will increase the time taken to assess your application.

5 If there is not enough space on the form, you may use separate sheets of paper. Clearly mark each separate sheet of paper with the relevant question number. Any separate sheets should be signed by the signatories to the form.

6 Email a scanned copy of the signed form and supporting documents to

mutualsannrtns@fca.org.uk

or send it by post to:

Mutuals Team
Financial Conduct Authority
25 The North Colonnade
Canary Wharf
LONDON
E14 5HS

7. Please make sure you include:

- this form
- a set of printed accounts – signed by two members and the secretary (3 signatures in total)
- an audit report or accountant's report where required; and
- any supporting documents.

1

Details of society

1.1 Details of the society

Register number	IP031432
Registered office address	46 MAJORFIELD ROAD TOPSHAM EXETER
Postcode	EX3 0ES

1.2 Year end date (dd/mm/yyyy)

See Note 1.2

3	1	/	0	3	/	2	0	1	5
---	---	---	---	---	---	---	---	---	---

Committee of management

If you are a club you do not need to give a year of birth in questions 1.3-1.6.

The names of the members of the Committee at the date on which the return is signed should be entered below in BLOCK CAPITALS.

1.3 Details of Chairman

Name	ELLEN RODGER
Address	4 THIRD AVENUE EXETER
Postcode	EX1 2PJ
Year of birth	1984
Business occupation and other directorships	CHAIRMAN

1.4 Details of Treasurer

Name	MRS LESLEY HODGSON
Address	46 MAJORFIELD ROAD TOPSHAM EXETER
Postcode	EX3 0ES
Year of birth	1975
Business occupation and other directorships	ADMINISTRATOR

1.5 Details of Secretary

Name	MR MARK HODGSON
Address	46 MAJORFIELD ROAD TOPSHAM EXETER
Postcode	EX3 0ES
Year of birth	1965
Business occupation and other directorships	LOW CARBON CONSULTANT

1.6 Details of Members of the Committee

Name	Address	Year of birth	Business occupation and other directorships
		yyyy	
		yyyy	
		yyyy	
		yyyy	
		yyyy	
		yyyy	
		yyyy	

Please use separate sheets of paper if you need more space, following the instructions provided in section 5 above.

Please indicate how many separate sheets of paper you have used

Please continue, answering all questions.

1.7 Are any members of the society's committee disqualified as directors under the Company Director Disqualification Act 1986?

- ☒ No
☐ Yes

1.8 Does the society carry out any activity which is regulated under the Financial Services and Markets Act 2000? (e.g. accepting deposits in a form other than withdrawable shares; offering insurance products; undertaking residential mortgage business). If 'yes' please state the society's Financial Services Register firm reference number

- ☒ No
☐ Yes

Financial Services Register firm reference number

1.9 Is the society a subsidiary of another society?

- ☒ No
☐ Yes

1.10 Does the society have one or more subsidiaries?

- ☒ No
☐ Yes

1.11 Is the society currently accepted by the HM Revenue and Customs as a charity for tax purposes?

- ☒ No
☐ Yes

Please confirm you have attached a copy of the letter from HM Revenue and Customs confirming charitable tax status:

- ☐ Yes

1.12 Is this society a charity registered with the Office of the Scottish Charity Regulator (OSCR)?

- ☒ No
☐ Yes ▶ provide your Scottish Charity number below

1.13 Is the society registered with one of the following (please tick)?

- ☐ Homes and Communities Agency
☐ The Welsh Ministers
☐ Scottish Housing Regulator

If so, please provide your register number

All societies must answer the following questions:

- if a bona fide co-operative society go to question 1.14
- if existing for the benefit of the community go to question 1.19

Bona fide co-operative society

- 1.14 How did members benefit from the business, industry or trade of the society during the year?

ACCESS TO SERVICES AND USING ECO CARS

- 1.15 Is membership of the society required to obtain the benefits offered by it?

☐ Yes
☒ No

- 1.16 In what way did members participate in an ongoing basis in the society's primary business during the year?

ACCESS TO SERVICES AND USING ECO CARS

- 1.17 How did members democratically control the society?

AGM AND MEETINGS

1.18 How did the society use any surplus/profit?

If the society distributed the surplus/profit to members please explain how this was done.

PURCHASE MORE CARS AND BIKES

Please use separate sheets of paper if you need more space (see section 5 above)

Please indicate how many separate sheets of paper you have used.

Continue to 2.1

Community benefit society

1.19 Who are the community the society benefited?

1.20 How did the society benefit that community during the year?

1.21 How did the society use any surplus/profit?

Please use separate sheets of paper if you need more space (see section 5 above).
Please indicate how many separate sheets of paper you have used.

Continue to 2.1

2 Statistics

Account details

2.1 You must enter the figures below

See notes for help on items E-T. Enter NIL where applicable

A	Members at beginning of year	1
B	Members ceased during year	0
C	Members admitted during year	0
D	Members at end of year	1
E	Turnover for year	85515
F	Total of income and expenditure (receipts and payments added together)	9217
G	Net surplus/(deficit) for year	9285
H	Fixed assets	63813
I	Current assets	132670
J	Total assets (equal to amount in row O, below)	196483
K	Current liabilities	73109
L	Share capital	0
M	Long-term liabilities	0
N	Reserves	123374
O	Total liabilities, share capital & reserves (K+L+M+N) (equal to amount in J above)	196483
All societies (excluding clubs) must complete boxes P-T		
P	Investments in other registered societies	0
Q	Loans from members	0
R	Loans from Employees' Superannuation Schemes	0
S	Dividends on sales	0
T	Share interest	0

2.2 Names of subsidiaries as defined in sections 100 and 101 of the Co-operative and Community Benefit Societies Act 2014

2.3 Names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions (as approved by the FCA)

The society must have written authority from us to exclude a subsidiary from group accounts

3 The audit

3.1 Type of audit used for the attached accounts.

If the society has used a full professional audit or an accountant's report then the report must be prepared by a registered auditor.

- ☐ Full professional audit ▶ Continue to section 4
☒ Accountant's report ▶ Complete questions 3.2 and 3.3
☐ Lay audit ▶ Complete questions 3.2 and 3.3
☐ Unaudited ▶ Complete questions 3.2 and 3.3

3.2 Do the society's registered rules allow the society not to undertake a full professional audit?

- ☐ No
☒ Yes

3.3 Has the membership passed at a general meeting a resolution allowing the society not to undertake a full professional audit for the year of account in question? (In accordance with section 84 of the Co-operative and Community Benefit Societies Act 2014)

- ☐ No
☒ Yes

Name	MR MARK HODGSON
Signature	
Phone number	01753 100 100
Email	mark.hodgson@co-op.co.uk
Date	11-1-14

4 Accounts and signature

Accounts

- 4.1 Date on which the accounts and balance sheet will be/were laid before the AGM (dd/mm/yyyy)

1 7 / 0 5 / 2 0 1 6

- 4.2 Has your society produced accounts to the minimum standard required?

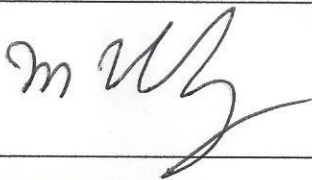
☒ Yes ▶ you must confirm that you have attached the accounts and the audit/accountant's report bearing the original signatures of the auditor (if required by law), the secretary and the two committee members. ☐ Attached

☐ No ▶ you must produce accounts to the minimum standard required, see notes for details.

Signature – all societies to complete

- 4.3 The Secretary of the society must sign and date below

I certify that the information in this form is correct to the best of my knowledge and belief.

Name	MR MARK HODGSON
Signature	
Phone number	0795 106 1353
Email	mark@co-cars.co.uk
Date	dd/mm/yy 11-7-17

Co-Cars Ltd

Company Information

Company secretary Mr Mark Hodgson

Registered office 46 Majorfield Road
Topsham
Exeter
Devon
EX3 0ES

Accountants H K Smith Accountancy Services
LINEX House
Roundswell
Barnstaple
Devon
EX31 3TD

Co-Cars Ltd
Directors' Report for the Year Ended 31 March 2016

The directors present their report and the unaudited financial statements for the year ended 31 March 2016.

Principal activity

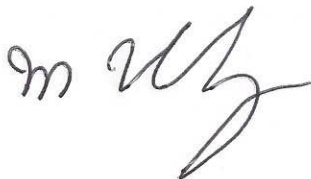
The principal activity of the company is A car club that provides customers with the freedom to move more sustainably.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board on 16 November 2016 and signed on its behalf by:

Mr Mark Hodgson

A handwritten signature in black ink, appearing to be 'm Wg', written over the printed name 'Mr Mark Hodgson'.

Registration number: IP031432

Co-Cars Ltd

(A company limited by guarantee)

Annual Report and Unaudited Financial Statements

for the Year Ended 31 March 2016

H K Smith Accountancy Services
LINEX House
Roundswell
Barnstaple
Devon
EX31 3TD

Co-Cars Ltd

Contents

Company Information	1
Directors' Report	2
Accountants' Report	3
Profit and Loss Account	4
Statement of Total Recognised Gains and Losses	5
Balance Sheet	6
Notes to the Financial Statements	7 to 9
The following pages do not form part of the statutory financial statements:	
Detailed Profit and Loss Account	10 to 12

**Accountants' Report to the Board of Directors on the Preparation of the Unaudited
Statutory Accounts of
Co-Cars Ltd for the Year Ended 31 March 2016**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Co-Cars Ltd for the year ended 31 March 2016 set out on pages 4 to 9 from the company's accounting records and from information and explanations you have given us.

This report is made solely to the Board of Directors of Co-Cars Ltd, as a body, in accordance with the terms of our engagement letter dated 10 December 2014. Our work has been undertaken solely to prepare for your approval the accounts of Co-Cars Ltd and state those matters that we have agreed to state to them, as a body, in this report. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Co-Cars Ltd and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Co-Cars Ltd has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Co-Cars Ltd. You consider that Co-Cars Ltd is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Co-Cars Ltd. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

H K Smith
.....

H K Smith Accountancy Services
LINEX House
Roundswell
Barnstaple
Devon
EX31 3TD
16 November 2016

Co-Cars Ltd

Profit and Loss Account for the Year Ended 31 March 2016

	Note	2016 £	2015 £
Turnover		118,077	85,515
Cost of sales		(44,978)	(33,478)
Gross profit		73,099	52,037
Administrative expenses		(123,176)	(58,320)
Other operating income		131,764	15,500
Operating profit	2	81,687	9,217
Other interest receivable and similar income		43	68
Profit on ordinary activities before taxation		81,730	9,285
Surplus or the financial year	7	81,730	9,285

The notes on pages 7 to 9 form an integral part of these financial statements.

Co-Cars Ltd

Statement of Total Recognised Gains and Losses for the Year Ended 31 March 2016

	Note	2016 £	2015 £
Profit for the financial year		81,730	9,285
Prior year adjustment		-	5,206
Total recognised gains and losses since last annual report		<u>81,730</u>	<u>14,491</u>

The notes on pages 7 to 9 form an integral part of these financial statements.

Co-Cars Ltd

(Registration number: IP031432)

Balance Sheet at 31 March 2016

	Note	2016 £	2015 £
Fixed assets			
Tangible fixed assets	3	184,589	63,813
Current assets			
Debtors	4	31,859	27,750
Cash at bank and in hand		76,210	104,920
		108,069	132,670
Creditors: Amounts falling due within one year	5	(87,554)	(73,109)
Net current assets		20,515	59,561
Net assets		205,104	123,374
Reserves			
Members investments		5,000	5,000
Profit and loss account	7	200,104	118,374
Reserves' funds		205,104	123,374

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2015).

For the year ending 31 March 2016 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

Approved and authorised for issue by the Board on 16 November 2016 and signed on its behalf by:

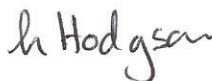
Mr Mark Hodgson



Lesley Hodgson - Treasurer



Ellen Rodger - Chairman



The notes on pages 7 to 9 form an integral part of these financial statements.

Co-Cars Ltd

Notes to the Financial Statements for the Year Ended 31 March 2016

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Turnover

Turnover represents amounts chargeable, net of value added tax, in respect of the sale of goods and services to customers.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor vehicles	25% written down value
Equipment	15% written down value

Hire purchase and leasing

Rentals payable under operating leases are charged in the profit and loss account on a straight line basis over the lease term.

2 Operating profit

Operating profit is stated after charging:

	2016 £	2015 £
Depreciation of tangible fixed assets	30,756	18,833
Grants receivable	(131,764)	(15,500)

Co-Cars Ltd

Notes to the Financial Statements for the Year Ended 31 March 2016

..... continued

3 Tangible fixed assets

	Plant and machinery £	Motor vehicles £	Office equipment £	Total £
Cost or valuation				
At 1 April 2015	21,048	86,478	-	107,526
Additions	57,065	92,043	2,424	151,532
At 31 March 2016	78,113	178,521	2,424	259,058
Depreciation				
At 1 April 2015	5,513	38,200	-	43,713
Charge for the year	3,589	26,803	364	30,756
At 31 March 2016	9,102	65,003	364	74,469
Net book value				
At 31 March 2016	69,011	113,518	2,060	184,589
At 31 March 2015	15,535	48,278	-	63,813

4 Debtors

	2016 £	2015 £
Trade debtors	4,987	11,362
Other debtors	26,872	16,388
	31,859	27,750

5 Creditors: Amounts falling due within one year

	2016 £	2015 £
Trade creditors	9,411	20,313
Other creditors	78,143	52,796
	87,554	73,109

6 Company status

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £nil towards the assets of the company in the event of liquidation.

Co-Cars Ltd

Notes to the Financial Statements for the Year Ended 31 March 2016

..... continued

7 Reserves

At 1 April 2015

Profit for the year

At 31 March 2016

Profit and
loss account
£

Total
£

118,374

118,374

81,730

81,730

200,104

200,104

Co-Cars Ltd

Detailed Profit and Loss Account for the Year Ended 31 March 2016

	2016	2015
	£	£
Turnover (analysed below)	118,077	85,515
Cost of sales (analysed below)	(44,978)	(33,478)
Gross profit	73,099	52,037
Gross profit (%)	61.91%	60.85%
Administrative expenses		
Establishment costs (analysed below)	(5,452)	(124)
General administrative expenses (analysed below)	(86,663)	(39,158)
Finance charges (analysed below)	(305)	(205)
Depreciation costs (analysed below)	(30,756)	(18,833)
	(123,176)	(58,320)
Other operating income (analysed below)	131,764	15,500
Other interest receivable and similar income (analysed below)	43	68
Profit on ordinary activities before taxation	81,730	9,285

Co-Cars Ltd

Detailed Profit and Loss Account for the Year Ended 31 March 2016

	2016 £	2015 £
Turnover		
Fees	71,460	42,700
Grants and subsidies	46,617	42,815
	<u>118,077</u>	<u>85,515</u>
Cost of sales		
Fuel	12,674	10,257
Repairs and servicing	16,060	11,996
Road tax and insurance	16,244	9,779
Lease of motor vehicles (Operating leases)	-	1,446
	<u>44,978</u>	<u>33,478</u>
Establishment costs		
Rent	4,963	-
Insurance	287	6
Repairs and maintenance	202	118
	<u>5,452</u>	<u>124</u>
General administrative expenses		
Telephone and fax	701	556
Office expenses	15,387	12,995
Printing, postage and stationery	698	2,829
Trade subscriptions	765	583
Hire of other assets	-	10
Sundry expenses	181	559
Accountancy fees	900	570
Consultancy fees	50,867	10,293
Legal and professional fees	-	184
Advertising	13,133	535
Website	2,196	1,870
Travel and subsistence	900	955
Staff entertaining	-	197
Bad debts written off	935	7,022
	<u>86,663</u>	<u>39,158</u>
Finance charges		
Bank charges	<u>305</u>	<u>205</u>

Co-Cars Ltd

Detailed Profit and Loss Account for the Year Ended 31 March 2016

..... continued

	2016 £	2015 £
Depreciation costs		
Depreciation of plant and machinery	3,589	2,741
Depreciation of motor vehicles	26,803	16,092
Depreciation of office equipment	364	-
	<u>30,756</u>	<u>18,833</u>
Other operating income		
Capital grants receivable	131,764	15,500
	<u>131,764</u>	<u>15,500</u>
Other interest receivable and similar income		
Bank interest receivable	43	68
	<u>43</u>	<u>68</u>