

Ms P Stuliglowa
Pension Practitioner.Com
Daws House
33-35 Daws Lane
LONDON
NW7 4SD

1 February 2017

Our Ref: 16/4253/SSAS SEL 3/NP/APB - Please quote this reference in any reply
Direct Dial: 03445 440 581
Email: ssas@rowanmoor.co.uk

Dear Ms Stuliglowa

Party At Peets Executive Pension Scheme

Further to your letter dated 19 January 2017, I can confirm receipt of the Deed of Removal of Trustee.

As you are aware, there are currently two loans as assets of the SSAS. The first loan is to the Principal Employer, Party at Peets Limited, for which the Trustees have a first, floating charge over the assets of the company and this is registered at Companies House. Unfortunately, Party at Peets Limited has not paid the last four quarterly loan repayments and are currently in arrears. The arrears have not yet been reported to HM Revenue & Customs (HMRC) as we are awaiting confirmation from the company as to how they were to repay the arrears and how other creditors were being treated.

The Scheme's second loan to Stratford Collins Consultants Limited is an unsecured, third party loan that is up to date with repayments. A brief overview of the loans has been shown below and copies of the Loan Agreements are enclosed for your records.

Loan to	Original Amount Advanced	Date Advanced	Outstanding balance as at 31/01/2017	Arrears as at 31/01/2017	Quarterly Repayment Amount	Quarterly Repayment Dates	Final Repayment Due
Party At Peets Limited	£23,500	17/12/2013	£14,909.13	£5,011.56	£1,252.89	16 March 16 June 16 September 16 December	16/12/2018
Stratford Collins Consultants Limited	£21,000	31/12/2014	£11,187.14	n/a	£1,492.48	30 March 30 June 30 September 30 December	30/12/2018

Other than the loan arrears, I confirm we are not aware of any professional reasons why you should not accept the appointment of Independent Trustee and Scheme Administrator.

The loans will need to be re-registered so that Rowanmoor Trustees Limited is no longer co-owner. The re-registration must be completed within three months of the date of the Deed of Removal and Appointment and after this we will charge for any work in relation to re-registration of assets on a time spent basis with a minimum charge of £50 + VAT.

continued...



03445 440 440



03445 440 500



124683 Salisbury 3



rowanmoor.co.uk

page 2

Our Actuaries are currently calculating the fund split between the members of the Scheme and I shall confirm the figures to you once completed.

Rowanmoor Executive Pensions Limited currently prepares the annual Pension Scheme Return (PSR) and the new Administrator will need to take responsibility for this in future. The PSR for the year ended 5 April 2016 has been completed.

Please find enclosed copy bank statements for the period covering 5 April 2016 up to 31 January 2017, a copy of the last Scheme Accounts and copy of the HMRC approval letter, as requested.

The Scheme does not have an ICO certificate as Rowanmoor does not register each individual pension scheme. Both Rowanmoor Executive Pensions Limited and Rowanmoor Trustees Limited are registered, covering all of our SSASs.

I can confirm Pension Practitioner.Com Limited has been associated to the Scheme online and with the Pensions Regulator, I would be grateful if you could confirm the associations. Rowanmoor will not remove ourselves until the bank account has been closed and funds transferred. I look forward to receiving confirmation of the new bank account details in due course.

Should you have any queries please contact me on the direct dial number above.

Yours sincerely



Nikita Pennell
Client Portfolio Executive
SSAS Administration Department

Encs

LOAN AGREEMENT

This agreement is made on the 17 day of December 2013.

BETWEEN:-

Rowanmoor Trustees Limited (Company Number 1846413) whose registered office is at Rowanmoor House, 46 – 50 Castle Street, Salisbury, SP1 3TS and Ivor Richard Peet of 2 Daphne Close, Neath, SA10 8DT and Matthew Hardy Peet of 23 Duffryn Woods, Neath, SA10 7QA as Trustees of the Party at Peets Executive Pension Scheme ("the Trustees") (1)

AND

PARTY AT PEETS LIMITED (Company No. 08543201) whose registered office is at 2 Daphne Close, Neath, SA10 8DT ("the Borrower") (2)

WHEREBY IT IS AGREED as follows:-

DEFINITIONS

"Effective Date" means the 17 December 2013, being the date monies (or equivalent consideration) provided under the Loan are first transferred to the Borrower.

"Scheme" means Party at Peets Executive Pension Scheme (of which the Trustees are the trustees).

"Loan" means the sum of £23,500.00 (Twenty Three Thousand Five Hundred Pounds).

"Loan Purpose" means liquidity for stock investment.

"HMRC" means HM Revenue and Customs.

"Operative Date" means the sixth Business Day of the month in which the Effective Date falls (or such other date as is from time to time defined as such by HMRC in connection with the calculation of Interest).

"Reference Date" means the date which is twelve Business Days before the Operative Date (or such other date as is from time to time defined as such by HMRC in connection with the calculation of Interest).

"Interest" means 2% above the average base lending rate of six High Street banks, rounded up to the nearest multiple of ¼%, calculated in accordance with The Pension Schemes (Prescribed Interest Rates for Authorised Employer Loans) Regulations, by equivalent legislation or as otherwise described by HMRC in their guidance, or such other interest rate as the Trustees determine from time to time, being not less than the minimum rate the Trustees are from time to time required to charge in order to constitute a "commercial rate of interest" in order that the loan is permitted by law and/or does not attract an unauthorised payments charge from HMRC.

Interest rates are calculated using the interest rate prevailing at the Reference Date and fixed for the term of the Loan. Interest will be determined on a compound basis.

"Term" means a period of 5 years commencing on the Effective Date of this Agreement and expiring at 6.00 p.m. on 16 December 2018.

"Interest Period" means quarterly ending on the 16 day of March, the 16 day of June, the 16 day of September and the 16 day of December in each year.

"Capital Repayment" means payment of the Loan principal due quarterly in arrears with effect from the Effective Date in line with the Interest Period. The amount paid each quarter will ensure full repayment of the Loan by the end of the Term.

"Business Day" means a day on which clearing banks are open for business in London (other than a Saturday or Sunday and other than Bank Holidays).

INTRODUCTION

- 1.1 The Scheme (acting by the Trustees) has at the request of the Borrower agreed to make the Loan to the Borrower for the Term.
- 1.2 The Borrower has agreed to accept the Loan and to provide security by way of debenture over the Borrower's assets to the value of the Loan including Interest, to repay the Capital of the Loan and Interest in accordance with the provisions of this Agreement.

OPERATIVE PROVISIONS

2. In consideration of the Scheme agreeing to make the Loan to the Borrower, the Borrower agrees as follows:
 - 2.1.1 The Loan will at all times be used for the Loan Purpose and consistently with the purpose or purposes permitted by the Memorandum and Articles of Association of the Borrower.
 - 2.1.2 To pay Interest on the Loan to the Scheme on the last day of each Interest Period in respect of such amounts as shall have been outstanding from time to time throughout that Interest Period.
 - 2.1.3 To pay Capital Repayments to the Scheme in accordance with the above.
 - 2.1.4 As a condition precedent to drawdown of any monies under the Loan, to provide the Scheme with a first fixed charge over the assets of the Borrower in such form as the Trustees may stipulate.
 - 2.1.5 Notwithstanding the other provisions hereof and in any event to repay the Loan and any accrued Interest by not later than the last day of the Term provided that notwithstanding the foregoing the Trustees shall always have the right to demand repayment in full by the Borrower of the balance of the Loan for the time being and any accrued Interest upon the Trustees giving the Borrower seven days' notice in writing of such demand.
 - 2.1.6 That so long as the Loan (or any part thereof) or any Interest remains outstanding, the Borrower will not, without the prior written consent of the Trustees and upon fully satisfying the Trustees as to the precise nature of the transaction and supplying copies of the documentation in connection with the transaction whether in draft or not, other than in the normal course of the Borrower's business (i) acquire, whether by

purchase, subscription or otherwise or (ii) sell, transfer, lease, exchange or otherwise dispose of or (iii) mortgage, charge or pledge, any Property or assets, whether real or personal (including cash), or (iv) enter into any hire purchase or leasing agreement, and the Borrower agrees that if any such transaction is entered into in the ordinary course that it will supply details and copies of all documentation relating to the transaction within seven days of the Borrower concluding the same.

- 2.1.7 To reimburse the Scheme on demand all costs expenses and disbursements including legal fees incurred by the Scheme incidental to this Agreement.
- 2.2 The Borrower further agrees with the Trustees that so long as any part of the Loan and/or Interest is outstanding the Borrower shall:-
 - 2.2.1 Carry on its business in an efficient and business like manner.
 - 2.2.2 Not save with the written consent of the Trustees, which shall not be unreasonable withheld, sell or otherwise dispose of the whole or a substantial part of its assets,
 - 2.2.3 Provide to the Trustees any documents requested in evidence of the continuation of its trading activity.

TERMINATION

- 3.1 If the Borrower shall be in breach of any of the provisions of this Agreement the Trustees may require repayment of the Loan and accrued Interest forthwith and enforce its security over the Borrower forthwith. No failure to exercise, nor any delay on the part of the Trustees in exercising, any rights or powers or privileges hereunder shall operate as a waiver thereof nor shall any single nor partial exercise of any such rights or powers or privileges preclude any other or further exercise thereof or the exercise of any other rights or powers or privileges.
- 3.2 Notwithstanding anything hereinbefore contained the Loan, or the balance of the Loan for the time being outstanding, and accrued Interest and the monies due thereon shall become immediately repayable if:
 - 3.2.1 the Borrower makes default in the payment of any Capital Repayment or Interest or any other monies due hereunder,
 - 3.2.2 an order is made or an effective resolution is passed for winding up the Borrower,
 - 3.2.3 the Borrower ceases or threatens to cease to carry on its business or substantially the whole of its business,
 - 3.2.4 an encumbrancer takes possession of, or a Receiver is appointed over, any part of the assets of the Borrower,
 - 3.2.5 any distress, execution, sequestration or other process is levied or enforced upon or issued against the assets of the Borrower and not discharged by the Borrower within 28 days,
 - 3.2.6 the Borrower is unable to pay its debts within the meaning of Section 123 of the Insolvency Act 1986 (as re-enacted or amended),
 - 3.2.7 the Borrower commits any breach of this Agreement,
 - 3.2.8 it is required to enable the Trustees to pay benefits which have already become due under the Scheme.

GENERAL PROVISIONS

- 4.1 During the continuance of this Agreement the Borrower may, with the consent of the Trustees (such consent not being unreasonably withheld), create or suffer to exist a second mortgage or charge on the whole or any part of its assets, ranking behind the security granted to the Scheme in respect of the Loan, as security for the repayment of monies borrowed in the ordinary course of its business whether from bankers or otherwise and the payment of interest, commission, costs, charges and expenses due in respect thereof.
- 4.2 All payments by the Borrower to the Scheme shall be made free and clear of and without deduction of any alleged or actual set-off or counterclaim and without any deduction of any taxes, levies, imposts, duties, charges, fees, deductions or withholding of any nature now or hereafter imposed by any governmental authority in any jurisdiction or political subdivision or taxing authority thereof or therein unless the Borrower is compelled by law to deduct or withhold any such taxes levies imposts duties charges or fees.
- 4.3 The Borrower shall have the right at any time on giving 14 days' notice in writing to the Trustees to repay the Loan in full together with all accrued Interest.
- 4.4 Any notice required to be served hereunder shall be given personally or by sending the same by first class post to the respective registered offices for the time being of the Borrower or the Trustees (as the circumstances require) and notice so given by post as aforesaid shall be deemed served 48 hours after it has been posted.
- 4.5 The Borrower undertakes with the Trustees to notify the Trustees forthwith in writing of any matter which constitutes (or which, with the passage of time, would constitute) a default under this Agreement (or otherwise entitle the Trustees to demand repayment of the Loan).
- 4.6 Save for the purposes of compliance with statutory and legal obligations, the parties agree to keep the contents of this Agreement confidential and shall not disclose the contents thereof, without the prior written consent of the other party, such consent not to be unreasonably withheld or delayed.
- 4.7 A person who is not a party to this letter shall have no right under the Contracts (Rights of Third Parties) Act 1999 to enforce any of its terms.
- 4.8 This Agreement shall be construed in accordance with the Laws of England and Wales and shall be subject to the exclusive jurisdiction of the English and Welsh Courts.
- 4.9 This Agreement contains the entire Agreement between the parties hereto concerning the Confidential Information and supersedes any previous understandings commitments or agreements oral or written, provided that nothing in this clause shall be construed as limiting or excluding the parties' liability for fraud or fraudulent concealment.
- 4.10 In this Agreement wherever the context permits words importing the masculine gender shall include the feminine and neuter genders and words importing the singular shall include the plural and in both cases vice versa and any agreement on the part of two or more persons shall be deemed to be made by such persons jointly and severally and the terms used herein for the parties hereto shall mean and include their respective successors in title.

LIMITATION OF LIABILITY

- 5.1 The liability of Rowanmoor Trustees Limited pursuant to this Agreement shall at all times be limited to the assets for the time being of the Scheme

EXECUTED AS A DEED by)
Affixing the Common Seal of)
ROWANMOOR TRUSTEES)
LIMITED)
In the Presence of)

Common Seal



Signature of Director: [Signature]

Authorised Signatory

Signature of Director/Secretary: [Signature]

Authorised Signatory

SIGNED AS A DEED by the said)
IVOR RICHARD PEET in the)
presence of:-)

[Signature]

Witness signature C E Pope

Witness name CAROL ELIZABETH POPE

Address 23, FFRWD VALE, NEATH. SA10 7BA

Occupation SHOP ASS.

SIGNED AS A DEED by the said)
MATTHEW HARDY PEET in the)
presence of:-)

[Signature]

Witness signature C E Pope

Witness name CAROL ELIZABETH POPE

Address 23, FFRWD VALE, NEATH SA10 7BA

Occupation Shop Ass.

EXECUTED AS A DEED BY)
PARTY AT PEETS LIMITED)
in the presence of)

[Signature]
Director

[Signature]
Director/Secretary

LOAN AGREEMENT

Dated 31 Day of December 2014

1.0 PARTIES

1.1 ROWANMOOR TRUSTEES LIMITED whose registered office is at Rowanmoor House 46-50 Castle Street Salisbury SP1 3TS and IVOR RICHARD PEET of 2 Daphne Close Neath SA10 8DT and MATTHEW HARDY PEET of 23 Duffryn Woods Neath SA10 7QA ("the Trustees")

1.2 STRATFORD COLLINS CONSULTANTS LIMITED (Company number 05951675) whose registered office is at 3 Frampton Lane Llanwit Major Vale of Glamorgan CF61 2UZ ("the Borrower")

2.0 DEFINITIONS

2.1 "Effective Date" means 31 December 2014, being the date the monies were drawn.

2.2 "Scheme" means Party At Peets Executive Pension Scheme.

2.3 "Loan" means the sum of £21,000 (Twenty One Thousand Pounds).

2.4 "Loan Purpose" means shop refurbishment.

2.5 "Interest" means 6.36% compound. Interest shall accrue and be paid before as well as after any judgment.

2.6 "Term" means a period of 4 years commencing on the Effective Date and expiring at 6.00 p.m. on .

2.7 "Interest Period" means quarterly on the 30 day of March ;
the 30 day of June , the 30 day of September ;
and the 30 day of December in each year.

2.8 "Capital Repayment" means a payment of the Loan principal due quarterly in arrears with effect from the Effective Date. The amount paid each quarter will ensure full repayment of the loan by the end of the term.

2.9 In this Agreement wherever the context permits words importing the masculine gender shall include the feminine and neuter genders and words importing the singular shall include the plural and in both cases vice versa and any agreement on the part of two or more persons shall be deemed to be made by such persons jointly and severally and the terms used herein for the parties hereto shall mean and include their respective successors in title.

3.0 RECITALS

- 3.1** The Scheme acting by the Trustees has at the request of the Borrower agreed to make the Loan to the Borrower for the Term.
- 3.2** The Borrower has agreed to accept, to repay the Loan and pay the Interest and Capital in accordance with the provisions of this Agreement.

4.0 OPERATIVE PROVISIONS

- 4.1** In consideration of the Scheme making the Loan to the Borrower (receipt of which the Borrower hereby acknowledges) the Borrower agrees as follows:
 - 4.1.1** The Loan will at all times be used for a purpose or purposes mentioned in the objects clause of the Memorandum and Articles of Association of the Borrower.
 - 4.1.2** To pay Interest on the last day of each Interest Period in respect of such amounts as shall have been outstanding throughout that Interest Period.
 - 4.1.3** To pay the Capital Repayments in accordance with paragraph 2.8 above.
 - 4.1.4** Notwithstanding the other provisions hereof and in any event to repay the Loan and any accrued Interest by not later than the last day of the Term provided that notwithstanding the foregoing the Trustees shall always have the right to demand repayment in full by the Borrower of the balance of the Loan for the time being and any accrued Interest upon the Trustees giving the Borrower seven days' notice in writing of such demand.
 - 4.1.5** That so long as the Loan (or any part thereof) or any Interest remains outstanding, the Borrower will not, without the prior written consent of the Trustees and upon fully satisfying the Trustees as to the precise nature of the transaction and supplying copies of the documentation in connection with the transaction whether in draft or not, acquire whether by purchase subscription or otherwise or sell transfer lease exchange or otherwise dispose of or mortgage charge or pledge any property or assets whether real or personal including cash enter into hire purchase or leasing agreement other than in the normal course of the Borrower's business and the Borrower agrees that if any such transaction is entered into that it will supply details and copies of all documentation relating to the transaction within seven days of the Borrower concluding the same.
 - 4.1.6** To reimburse the Scheme and/or Trustees on demand all costs expenses and disbursements including legal fees incurred by the Scheme of and incidental to this Agreement.
- 4.2** The Borrower further agrees with the Trustees that so long as any part of the Loan and Interest is outstanding the Borrower shall:
 - 4.2.1** Carry on its business in an efficient and businesslike manner.
 - 4.2.2** Not save with the written consent of the Trustees which shall not be unreasonably withheld sell or otherwise dispose of the whole of its assets.
 - 4.2.3** Provide to the Trustees any documents so requested in evidence of the continuation of its trading activity.

5.0 TERMINATION

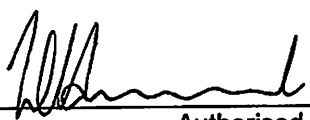
- 5.1** If the Borrower shall be in breach of any of the provisions of this Agreement the Scheme reserves the right to call in the Loan and Interest forthwith and no failure to exercise nor any delay on the part of the Scheme in exercising any rights or powers or privileges hereunder shall operate as a waiver thereof nor shall any single nor partial exercise of any such rights or powers or privileges preclude any other or further exercise thereof or the exercise of any other rights or powers or privileges.
- 5.2** Notwithstanding anything hereinbefore contained the Loan, or the balance of the Loan for the time being outstanding, and Interest and the monies due thereon shall become immediately repayable if:
- 5.2.1** the Borrower makes default in the payment of any Capital Repayment or Interest or any other monies due hereunder
 - 5.2.2** an order is made or an effective resolution is passed for winding up the Borrower
 - 5.2.3** the Borrower ceases or threatens to cease to carry on its business or substantially the whole of its business
 - 5.2.4** an encumbrancer takes possession of or a Receiver is appointed over any part of the assets of the Borrower
 - 5.2.5** any distress execution sequestration or other process is levied or enforced upon or issued against the property of the Borrower and not discharged within 28 days
 - 5.2.6** the Borrower is unable to pay its debts within the meaning of Section 5.1.8 of Companies Act 1985 and all subsequent legislation
 - 5.2.7** the Borrower commits any breach of this Agreement and in the case of a breach capable of remedy fails to remedy the breach within 14 days of being required in writing by the Scheme to do so
 - 5.2.8** it is required to enable the Trustees to pay benefits which have already become due under the Scheme.


6.0 GENERAL PROVISIONS


- 6.1 During the continuance of this Agreement the Borrower may, with the consent of the trustees and such consent not being unreasonably withheld, create or agree to create or suffer to exist any mortgage or charge on the whole or any part of its assets as security for the repayment of monies borrowed in the ordinary course of its business whether from bankers or otherwise and the payment of interest commission costs charges and expenses due in respect thereof.
- 6.2 All payments by the Borrower to the Scheme shall be made free and clear of and without deduction of any alleged or actual set-off or counterclaim and without any deduction of any taxes levies imposts duties charges fees deductions or withholding of any nature now or hereafter imposed by any governmental authority in any jurisdiction or political subdivision or taxing authority thereof or therein unless the Borrower is compelled by law to deduct or withhold any such taxes levies imposts duties charges or fees.
- 6.3 The Borrower shall have the right at any time on giving 14 days' notice in writing to the Trustees to make either additional partial Capital Repayments of the Loan or to repay the Loan in full together with all accrued Interest.
- 6.4 Any notice required to be served hereunder shall be given personally or by sending the same by first class post to the respective registered offices for the time being of the Borrower and Rowanmoor Trustees Limited on behalf of the Trustees and notice so given by post as aforesaid shall be deemed served 48 hours after it has been posted.
- 6.5 The Borrower undertakes with the Trustees to notify the Trustees in writing of any Default Event and/or any condition event act or omission that would constitute a Default Event within 14 days of the Default Event occurring.

For and on behalf of the
Trustees of the **PARTY AT PEETS**
EXECUTIVE PENSION SCHEME



Authorised Signatory
For Rowanmoor Trustees Limited

Authorised Signatory
For Rowanmoor Trustees Limited

Ivor Richard Peet

Matthew Hardy Peet

For and on behalf of
STRATFORD COLLINS CONSULTANTS LIMITED



Director

Secretary

Rowanmoor Trustees Limited
Account Statement



One Southampton Row
London WC1B 5HA
metrobankonline.co.uk

STRICTLY PRIVATE AND CONFIDENTIAL

SAL SSAS (16-20)
ROWANMOOR HOUSE
46-50 CASTLE STREET SALISBURY
SP1 3TS

BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 26

Account Summary

01 DEC 2016 - 31 DEC 2016

Opening Balance	£72,151.00
Total Money In	£2,757.65
Total Money Out	£2,766.00
Closing Balance	£72,142.65
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			72,151.00
06 DEC 2016	Inward Payment PARTY AT P LTH F		1,252.89	73,403.89
15 DEC 2016	Outward Faster Payment Rowanmoor Group Limited BARCLAYS BANK PLC	2,766.00		70,637.89
20 DEC 2016	Inward Payment STRATFORD CO DID F		1,492.48	72,130.37
30 DEC 2016	Credit Interest		12.28	72,142.65
	Closing Balance			72,142.65

Rowanmoor Trustees Limited
Account Statement



One Southampton Row
London WC1B 5HA
metrobankonline.co.uk

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SAL SSAS (16-20)
ROWANMOOR HOUSE
46-50 CASTLE STREET SALISBURY
SP1 3TS

BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 25

Account Summary

01 NOV 2016 - 30 NOV 2016

Opening Balance	£72,139.14
Total Money In	£11.86
Total Money Out	£0.00
Closing Balance	£72,151.00
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			72,139.14
30 NOV 2016	Credit Interest		11.86	72,151.00
	Closing Balance			72,151.00

Rowanmoor Trustees Limited
Account Statement



One Southampton Row
London WC1B 5HA
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SAL SSAS (16-20)
ROWANMOOR HOUSE
46-50 CASTLE STREET SALISBURY
SP1 3TS

BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 24

Account Summary

01 OCT 2016 - 31 OCT 2016

Opening Balance	£26,453.26
Total Money In	£45,685.88
Total Money Out	£0.00
Closing Balance	£72,139.14
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			26,453.26
27 OCT 2016	Inward Payment PAYMASTER (1836) LTD CGUK (2004)		45,677.96	72,131.22
31 OCT 2016	Credit Interest		7.92	72,139.14
	Closing Balance			72,139.14

Rowanmoor Trustees Limited
Account Statement



One Southampton Row
London WC1B 5HA
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STRICTLY PRIVATE AND CONFIDENTIAL

SAL SSAS (16-20)
ROWANMOOR HOUSE
46-50 CASTLE STREET SALISBURY
SP1 3TS

BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 23

Account Summary

01 SEP 2016 - 30 SEP 2016

Opening Balance	£24,951.35
Total Money In	£1,501.91
Total Money Out	£0.00
Closing Balance	£26,453.26
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			24,951.35
20 SEP 2016	Inward Payment STRATFORD CO DID F		1,492.48	26,443.83
30 SEP 2016	Credit Interest		9.43	26,453.26
	Closing Balance			26,453.26

Rowanmoor Trustees Limited
Account Statement



One Southampton Row
London WC1B 5HA
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STRICTLY PRIVATE AND CONFIDENTIAL

SAL SSAS (16-20)
ROWANMOOR HOUSE
46-50 CASTLE STREET SALISBURY
SP1 3TS

BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 22

Account Summary

01 AUG 2016 - 31 AUG 2016

Opening Balance	£19,380.68
Total Money In	£5,570.67
Total Money Out	£0.00
Closing Balance	£24,951.35
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			19,380.68
05 AUG 2016	Inward Payment FIL LIFE INSURANCE LIMITED GENERAL		5,561.41	24,942.09
31 AUG 2016	Credit Interest		9.26	24,951.35
	Closing Balance			24,951.35

Rowanmoor Trustees Limited
Account Statement



One Southampton Row
London WC1B 5HA
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STRICTLY PRIVATE AND CONFIDENTIAL

SAL SSAS (16-20)
ROWANMOOR HOUSE
46-50 CASTLE STREET SALISBURY
SP1 3TS

BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 21

Account Summary

01 JUL 2016 - 31 JUL 2016

Opening Balance	£19,372.45
Total Money In	£8.23
Total Money Out	£0.00
Closing Balance	£19,380.68
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			19,372.45
29 JUL 2016	Credit Interest		8.23	19,380.68
	Closing Balance			19,380.68

Rowanmoor Trustees Limited
Account Statement



One Southampton Row
London WC1B 5HA
metrobankonline.co.uk

STRICTLY PRIVATE AND CONFIDENTIAL

SAL SSAS (16-20)
ROWANMOOR HOUSE
46-50 CASTLE STREET SALISBURY
SP1 3TS

BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 20

From now on, we'll let you know if you don't have enough money in your account for any payments due later that day. We'll tell you in the morning so you have time to top up your account – either online, by phone or in one of our stores. We'll do this for all your direct debits, standing orders, cheques and future-dated payments. You can find out more information at www.metrobankonline.co.uk/retries

Account Summary

01 JUN 2016 - 30 JUN 2016

Opening Balance	£16,619.61
Total Money In	£2,752.84
Total Money Out	£0.00
Closing Balance	£19,372.45
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			16,619.61
07 JUN 2016	Inward Payment PARTY AT P LTH F		1,252.89	17,872.50
20 JUN 2016	Inward Payment STRATFORD CO DID F		1,492.48	19,364.98
30 JUN 2016	Credit Interest		7.47	19,372.45
	Closing Balance			19,372.45

Rowanmoor Trustees Limited
Account Statement



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BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 19

Account Summary

01 MAY 2016 - 31 MAY 2016

Opening Balance	£16,612.56
Total Money In	£7.05
Total Money Out	£0.00
Closing Balance	£16,619.61
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			16,612.56
31 MAY 2016	Credit Interest		7.05	16,619.61
	Closing Balance			16,619.61

Rowanmoor Trustees Limited
Account Statement



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London WC1B 5HA
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46-50 CASTLE STREET SALISBURY
SP1 3TS

BIC: MYMBGB2L
IBAN: GB66MYMB23058015670746
Account No: 15670746
Sort Code: 23-05-80
Statement No: 18

Account Summary

01 APR 2016 - 30 APR 2016

Opening Balance	£16,605.74
Total Money In	£6.82
Total Money Out	£0.00
Closing Balance	£16,612.56
Overdraft Limit	£0.00
Overdraft Interest*	£0.00

ACCOUNT NAME: RTL RE: PARTY AT PEETS EXECUTIVE PENSION SCHEME
SHORT NAME: 16/4253.S1 PARTY AT PEETS EXECUTIVE

16/4253/SSAS SEL3 NP

Your transactions

DATE	TRANSACTION	MONEY OUT	MONEY IN	BALANCE
	Balance brought forward			16,605.74
29 APR 2016	Credit Interest		6.82	16,612.56
	Closing Balance			16,612.56

Important Information about compensation arrangements.

Deposits held with us are covered by the Financial Services Compensation Scheme (FSCS), subject to eligibility criteria. We will provide you with an information sheet and exclusions list every year.

For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk

If you have a question about your statement or any transaction on it, please contact your usual administrator at Rowanmoor Group plc in the first instance on 03445 440 440.

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

**PARTY AT PEETS EXECUTIVE PENSION SCHEME
ACCOUNTS
FOR THE YEAR ENDED
5 APRIL 2016**

PARTY AT PEETS EXECUTIVE PENSION SCHEME

FUND ACCOUNT

5 APRIL 2016

	Note	2016 £	£	2015 £
CONTRIBUTIONS AND BENEFITS				
Administration fees			<u>(857)</u>	<u>(594)</u>
NET WITHDRAWALS FROM DEALINGS WITH MEMBERS			<u>(857)</u>	<u>(594)</u>
RETURNS ON INVESTMENTS				
Investment income	2	<u>1,603</u>		<u>891</u>
NET RETURNS ON INVESTMENTS			<u>1,603</u>	<u>891</u>
NET INCREASE IN THE FUND DURING THE YEAR			<u>746</u>	<u>297</u>
Net assets brought forward as at 6 April 2015			<u>48,549</u>	<u>48,252</u>
NET ASSETS CARRIED FORWARD AS AT 5 APRIL 2016			<u><u>49,295</u></u>	<u><u>48,549</u></u>

The notes on pages 3 to 4 form part of these accounts.

PARTY AT PEETS EXECUTIVE PENSION SCHEME

NET ASSETS STATEMENT

5 APRIL 2016

	Note	2016 £	2015 £
INVESTMENTS	3		
Loans		31,718	37,674
CURRENT ASSETS			
Debtors	4	972	90
Cash at bank	5	<u>16,605</u>	<u>10,785</u>
		17,577	10,875
NET ASSETS AT 5 APRIL 2016		<u>49,295</u>	<u>48,549</u>

The scheme is entitled to exemption from s47(1)(a) of the Pensions Act 1995 from an audit of the accounts as detailed in The Occupational Pension Schemes (Scheme Administration).

The scheme is exempt from the full application of SI 1996 No 1975.

The accounts summarise the transactions of the scheme and deal with the net assets at the disposal of the trustees. They do not take account of obligations to pay pensions and benefits which fall due after the end of the scheme year.

These accounts were approved by the Trustees on and are signed on their behalf by:

IVOR RICHARD PEET

MATTHEW HARDY PEET

The notes on pages 3 to 4 form part of these accounts.

PARTY AT PEETS EXECUTIVE PENSION SCHEME

NOTES TO THE ACCOUNTS

YEAR ENDED 5 APRIL 2016

1. BASIS OF PREPARATION

The accounts have been prepared in accordance with suitable accounting policies as adopted by the trustees.

ACCOUNTING POLICIES

Contributions and benefits

Contributions and benefits are accounted for in the scheme year on an accrual basis. Benefits payable include all valid benefit claims notified to the Trustees during the year.

Investment Income

Dividend and interest income is accounted for when received. Other interest is taken into account on an accruals basis. Rental income is accounted for on an accrual basis.

Foreign Exchange

Investments and current assets denominated in foreign currencies are translated into their sterling equivalents at the rates ruling at the year end. Transactions in foreign currencies are translated into their equivalent at the rates ruling at the point of the transaction.

Valuation of investments

All listed investments are valued at market value on the last day of the year.

2. INVESTMENT INCOME

	2016 £	2015 £
Interest on cash deposits	68	43
Loan interest receivable	1,535	848
	<u>1,603</u>	<u>891</u>

3. INVESTMENTS AT MARKET VALUE

The movements in investments during the year ended 5 April 2016:

	2016 £	2015 £
Market value at 6 April 2015	37,674	22,375
Purchases at cost	–	21,000
Disposals	(5,956)	(5,701)
Market value at 5 April 2016	<u>31,718</u>	<u>37,674</u>

Transaction costs are included in the cost of purchases and deducted from sale proceeds. Direct transaction costs include costs charged to the Scheme such as fees, commissions and stamp duty.

Indirect transaction costs are incurred through the bid-offer spread on investments within pooled investment vehicles and charges made within those vehicles.

The change in market value of investments during the year comprises all increases and decreases in the market value of investments held at any time during the year, including profits and losses realised on sales of investments during the year.

PARTY AT PEETS EXECUTIVE PENSION SCHEME

NOTES TO THE ACCOUNTS

YEAR ENDED 5 APRIL 2016

The market value of investments can be analysed as follows:

	2016	2015
	£	£
Loans - Employer related	16,769	17,881
Loans - other	14,949	19,793
	<u>31,718</u>	<u>37,674</u>

4. DEBTORS

	2016	2015
	£	£
Interest accrued on loans	359	90
Administration fees in advance	613	—
	<u>972</u>	<u>90</u>

5. CASH AT BANK

	2016	2015
	£	£
Metro Bank account 15670746 (fka Royal Bank of Scotland)	<u>16,605</u>	<u>10,785</u>

6. RELATED PARTY TRANSACTIONS

During the year the scheme received from the principal employer £1,253 in relation to loan and interest repayments.

7. CAPITAL COMMITMENTS

There were no capital commitments as at 5 April 2016.



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ROWANMOOR GROUP PLC
ROWANMOOR HOUSE
46-50 CASTLE STREET
SALISBURY WILTSHIRE
SP1 3TS

Pension Schemes Services

Yorke House
Castle Meadow Road
Nottingham
NG2 1BG

Tel 0845 600 2622
Monday to Friday 09:00 - 17:00

Fax 0115 974 1480

Acknowledgement of registration for tax relief and exemptions

The Party At Peets Executive Pension Scheme.

has been registered by HM Revenue & Customs (HMRC) on **23/08/2013**. Tax relief and exemptions are due from this date.

Your Pension Scheme Tax Reference (PSTR) is **00802683RR**. You should use this when you want to view the scheme details online and in all future communications with HMRC.

HMRC may carry out checks to ensure that the conditions to be a registered pension scheme for tax relief and exemptions are met and continue to be met.