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# FILOFAX GROUP LIMITED

**Report and Financial Statements** 

31 January 2005

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# **REPORT AND FINANCIAL STATEMENTS 2005**

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## **REPORT AND FINANCIAL STATEMENTS 2005**

## OFFICERS AND PROFESSIONAL ADVISERS

## DIRECTORS

G Presly

G Raw

## **SECRETARY**

DM Company Services Limited

## REGISTERED OFFICE

Royal London House 22/25 Finsbury Square London EC2A 1DS

## **BANKERS**

Bank of Scotland London Chief Office PO Box 267 38 Threadneedle Street London EC2P 2EH

## **SOLICITORS**

Dickson Minto WS 16 Charlotte Square Edinburgh EH2 4DF

## INDEPENDENT AUDITORS

Deloitte & Touche LLP Edinburgh

## DIRECTORS' REPORT

The directors present their annual report and the audited financial statements for the year to 31 January 2005.

### **ACTIVITIES**

The principal activity of the company during the year continued to be that of a holding company of subsidiaries involved in the supply of stationery products.

### REVIEW OF DEVELOPMENTS

The company did not trade during the current or preceding year other than the receipt and payment of intra-group dividends.

The profit for the year after taxation amounted to £4,000,000 (2004 loss - £6,231,000).

## **DIVIDENDS**

The directors have recommended the payment of a dividend of £4,000,000 (2004 - £3,000,000).

### **FUTURE PROSPECTS**

The directors do not anticipate the company resuming trading activities in the foreseeable future.

### DIRECTORS AND THEIR INTERESTS

The present membership of the board is set out on page 1. All directors served throughout the year.

No director held any interest in the ordinary shares of the company at 31 January 2005 or 31 January 2004.

The interests of the directors in the shares of the ultimate parent undertaking, Letts Filofax Group Limited, are disclosed in their respective financial statements.

## **AUDITORS**

A resolution to re-appoint Deloitte & Touche LLP as the Company's auditors will be proposed at the forthcoming Annual General Meeting.

Approved by the Board of Directors and signed on behalf of the Board

G Raw

Director

Date: 16/11/05

### STATEMENT OF DIRECTORS' RESPONSIBILITIES

United Kingdom company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company as at the end of the financial year and of the profit or loss of the company for that period. In preparing those 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FILOFAX GROUP LIMITED

We have audited the financial statements of Filofax Group Limited for the year ended 31 January 2005 which comprise the profit and loss account, the balance sheet and the related notes 1 to 14. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

## Respective responsibilities of directors and auditors

As described in the statement of directors' responsibilities, the company's directors are responsible for the preparation of financial statements in accordance with applicable United Kingdom law and accounting standards.

Our responsibility is to audit the financial statements in accordance with relevant United Kingdom legal and regulatory requirements and auditing standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report if, in our opinion, the directors' report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the directors' report for the above period and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements.

## Basis of opinion

We conducted our audit in accordance with United Kingdom auditing standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

### **Opinion**

In our opinion the financial statements give a true and fair view of the state of the company's affairs at 31 January 2005 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Deloitte & Touche LLP

Chartered Accountants and Registered Auditors

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Edinburgh

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# PROFIT AND LOSS ACCOUNT Year ended 31 January 2005

	Note	2005 £'000	2004 £'000
Income from group undertakings Provision for diminution in value of investments	4	4,000	3,000 (9,231)
PROFIT/(LOSS) ON ORDINARY ACTIVITIES BEFORE TAXATION		4,000	(6,231)
Tax on profit on ordinary activities	5		
PROFIT/(LOSS) ON ORDINARY ACTIVITIES AFTER TAXATION		4,000	(6,231)
Dividends - equity	6	(4,000)	(3,000)
RETAINED PROFIT/(LOSS) PROFIT FOR THE FINANCIAL YEAR		<u> </u>	(9,231)

All results derive from continuing operations.

There have been no recognised gains and losses attributable to the shareholders other than the results for the current and preceding financial period and, accordingly, no Statement of Total Recognised Gains and Losses is shown.

# **BALANCE SHEET** 31 January 2005

	Note	2005 £'000	2004 £'000
FIXED ASSETS			
Investments	7	2,847	2,847
CURRENT ASSETS Debtors due after more than one year: Amounts owed by group undertakings		6,608	6,608
CREDITORS: amounts falling due within one year	8	(6)	(6)
NET CURRENT ASSETS		6,602	6,602
TOTAL ASSETS LESS CURRENT LIABILITIES		9,449	9,449
CREDITORS: amounts falling due after more than one year Amounts owed to group undertakings		(5,064)	(5,064)
NET ASSETS		4,385	4,385
CAPITAL AND RESERVES			
Called up share capital	9	1,256	1,256
Share premium account	10	1,990	1,990
Capital redemption reserve	10	325	325
Profit and loss account	10	814	814
TOTAL EQUITY SHAREHOLDERS'			
FUNDS	11	4,385	4,385

These financial statements were approved by the Board of Directors on

Signed on behalf of the Board of Directors

16/11/2005.

G Raw

Director

## NOTES TO THE ACCOUNTS Year ended 31 January 2005

### 1. ACCOUNTING POLICIES

The financial statements are prepared in accordance with applicable United Kingdom accounting standards. The particular accounting policies adopted are described below.

## Accounting convention

The financial statements are prepared under the historical cost convention.

#### Cash flow statement

Under Financial Reporting Standard 1 (Revised) the company is exempt from the requirement to produce a cash flow statement as the ultimate parent undertaking, Letts Filofax Group Limited, includes the company in its own published consolidated financial statements.

### Investments

Investments held as fixed assets are stated at cost less provision for any impairment.

#### **Taxation**

Current taxation, including UK corporation tax and foreign tax, is provided at amounts expected to be paid (or recovered) using the rates and laws that have been enacted by the balance sheet date.

Deferred tax is provided in full on timing differences which result in an obligation at the balance sheet date to pay more tax, or a right to pay less tax, at a future date, at rates expected to apply when they crystallise based on current tax rates and law. Timing differences arise from the inclusion of items of income and expenditure in taxation computations in periods different from those in which they are included in financial statements. Deferred tax assets are recognised to the extent that it is regarded more likely than not that they will be recovered. Deferred tax assets and liabilities are not discounted.

### 2. INFORMATION REGARDING DIRECTORS AND EMPLOYEES

The only employees of the company in the current and prior year were the directors. In the current year the directors received no remuneration for services to the company (2004 - £Nil).

## 3. AUDITORS REMUNERATION

Auditors remuneration in both the current and prior year, has been born by Filofax Limited.

### 4. INCOME FROM GROUP UNDERTAKINGS

	2005 £'000	2004 £'000
Dividends received	4,000	3,000

# NOTES TO THE ACCOUNTS Year ended 31 January 2005

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## 5. TAX ON PROFIT ON ORDINARY ACTIVITIES

TAX ON PROFIT ON ORDINARY ACTIVITIES		
	2005 £'000	2004 £'000
Current taxation		
UK corporation tax charge for the year	<del>-</del>	-
The standard rate of tax for the year, based on the UK standard rate charge for the current and the previous periods differs from the standfollowing reconciliation:	of corporation tax is 30%. The dard rate for the reasons set ou	e actual tax it in the
	2005 £'000	2004 £'000
Profit on ordinary activities before tax	4,000	3,000
Tax on profit on ordinary activities at standard rate	1,200	900
Factors affecting charge for the year Non taxable dividend income	(1,200)	(900)
Total actual amount of current tax	-	-
DIVIDENDS		
	2005 £'000	2004 £'000
Final paid – 15.92p per ordinary share (2004 –	4.00-	
11.94p)	4,000	3,000

## NOTES TO THE ACCOUNTS Year ended 31 January 2005

## 7. INVESTMENTS HELD AS FIXED ASSETS

	Shares in subsidiary undertakings £'000	Loans to subsidiary undertakings £'000	Total £'000
Cost			
At 31 January 2005 and 31 January 2004	9,828	2,250	12,078
Provision for impairment			
At 31 January 2005 and 31 January 2004	(9,231)		(9,231)
Net book value			
At 31 January 2005	597	2,250	2,847
At 31 January 2004	597	2,250	2,847
	<del></del>		======

The following are the principal subsidiary undertakings of the company as at 31 January 2005. The holdings represent 100% of the issued ordinary share capital of each company.

Name	Principal activity	Country of incorporation
Filofax Limited	Supplier of organisers	England
Drakes Office Systems Limited	Supplier of stationery products	England
Topps of England Limited	Non trading	England
Filofax A/S*	Distributor of organisers	Denmark
Filofax AB*	Distributor of organisers	Sweden
Filofax GmbH	Distributor of organisers	Germany
Filofax Hong Kong Limited*	Sourcing of organiser wallets	Hong Kong
Filofax SARL*	Distributor of organisers	France
Filofax Italia SRL*	Distributor of organisers	Italy

<sup>\*</sup> Investment held by a subsidiary undertaking.

The company is exempt under section 228 of the Companies Act 1985 from the requirement to prepare consolidated financial statements. The parent for the smallest and largest group for which group financial statements are drawn up and of which the company is a member is Letts Filofax Group Limited.

## 8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

		2005 £'000	2004 £'000
	Accruals		6
9.	CALLED UP SHARE CAPITAL		
		2005 £'000	2004 £'000
	Authorised 50,000,000 ordinary shares of 5p each	2,500	2,500
	Called up, allotted and fully paid 25,124,059 ordinary shares of 5p each	1,256	1,256

## NOTES TO THE ACCOUNTS Year ended 31 January 2005

## 10. STATEMENT OF RESERVES

	Share premium account £'000	Capital redemption reserve £'000	Profit and loss account £'000	Total £'000
At 1 February 2004 Profit/(loss) for the year	1,990	325	814	3,129
	1,990	325	814	3,129
RECONCILIATION OF MOVEMENT IN	SHAREHOLDE	RS' FUNDS		
			2005 £'000	2004 £'000
Profit/(loss) for the financial year Dividends			4,000 (4,000)	(6,231) (3,000)
Net movement in shareholders' funds Opening shareholders' funds			4,385	(9,231) 13,616

## 12. CONTINGENT LIABILITIES

Closing shareholders' funds

Guarantees have been given by the company for group borrowings which at 31 January 2005 amounted to £Nil (2004 - £3,122,000).

## 13. PARENT COMPANY

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The parent undertaking of the largest and smallest group, which includes the company and for which group accounts are prepared, is the company's ultimate parent company, Letts Filofax Group Limited, a company registered in Scotland. Copies of the group financial statements are available from 16 Charlotte Square, Edinburgh, EH2 4DF.

## 14. RELATED PARTY TRANSACTIONS

The company has taken advantage of the exemption available under Financial Reporting Standard 8 with regard to the non-disclosure of transactions between group companies.

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