### NOTICE OF ANNUAL GENERAL MEETING

134

NOTICE IS HEREBY GIVEN THAT THE 1984 ANNUAL GENERAL MEETING of the Company will be held at 53 Dale Street, Manchester KGU 6ES on 25th July 1984 at 2.00 p.m. for the following purposes:

- 1. To consider and, if thought fit, to adopt the Accounts and the Report of the Directors for the 53 weeks to 3rd Marc! 1984.
- 2. To approve the payment of a Final Dividend of £12.39 per Ordinary Share in respect of the 53 weeks to 3rd March 1984.
- 3. To reappoint Thornton Baker as Auditors to hold office until the conclusion of the next Annual General Meeting and to authorise the Directors to fix their remuneration.
- 4. To transact any other ordinary business.

BY ORDER OF THE BOARD

J. MARTIN F.C.C.A.

53 Dale Street Manchester M60 6ES 4th July 1984

Secretary

A member entitled to attend and vote at the meeting may appoint a proxy to attend and vote on his behalf. A proxy need not be a member of the company.



#### REPORT OF THE DIRECTORS

# for the 53 weeks ended 3rd March 1984

The Directors submit their Report and Accounts for the 53 weeks to 3rd March 1984.

#### Principal Activity

The principal activity of the Company is retailing by direct mail order. In 1984 this activity accounted for 97% of turnover, the balance being from leasing plant and equipment to third parties. This additional activity had an insignificant effect on the company's results.

#### Results and review of the business

The profit for the period after taxation and extraordinary items amounted to £800,549. The Directors recommend a Final Dividend of £12.39 per Ordinary Share amounting to £1,487,310. After accounting for retained profits brought forward of £3,283,500, reserves at 3rd March 1984 stand at £2,596,739.

The Directors consider that the Accounts now presented adequately reflect the satisfactory position which they consider subsists within the Company. They have no reason to believe that an acceptable rate of growth and expansion will not continue in the future. In this connection they have certain developments in mind embodying an extended range of products and services, particularly for the Company's established mail order customers. As many of these developments need testing prior to their implementation in full, it is recognised that the resulting benefits are more likely to materialise gradually over a few years. Such gradual growth is, however, felt to be the most advantageous course from all points of view.

#### Turnover

The turnover for the period, excluding V.A.T., amounted to £13,257,732 compared with £10,303,599 for the previous period.

#### Directors

The Directors in office at the end of the period are listed below. All served on the Board throughout the period.

Mr. J.N. Chatburn retired from the Board on 30th November 1983.

The Directors have no interests in the shares of the Company. The interests of the Directors in the shares of N. Brown Investments P.L.C., the ultimate holding Company, at 26th February 1983 and 3rd March 1984 were as follows:

#### 1984 and 1983

G.D. Williams
D.G.M. Williams, M.A.
D. Alliance, C.B.E.
D.T. Hand
J. Martin, F.C.C.A.
A.T. Street, M.C.A.M.
R.D. Yates

10,000
1,000
per ultimate holding company's accounts
- do per J.D. Williams Group Ltd.'s accounts
- do - do -

# REPORT OF THE DIRECTORS - CONTINUED

### Tangiblo Fixed Assets

The only significant changes in the tangible fixed assets of the Company during the 53 weeks to 3rd March 1984 were the purchase and sale of various items of computer equipment; the equipment was purchased at an aggregate cost of £337,000 and that sold had a net book value of £298,000.

The directors are of the opinion that the current market value of the company's land and buildings is not materially different from the net book value.

#### Disabled Persons

The company recognises, and has a policy to ensure, that it fulfills its legal, moral and social obligations with regard to the recruitment, employment, training and advancement of disabled persons.

### Employee Involvement

During the year the company has continued to provide employees v th information on matters which concern them in a manner appropriate to the circumstances.

#### Tax Status

The Directors are of the opinion that the Company is a close company as defined by Section 282 of the Income and Corporation Taxes Act, 1970.

# Charitable and Political Donations

Payments made by the company for charitable purposes during the 53 weeks to 3rd March 1984 totalled £449 (1983: £950). No political contributions were made during the period (1983: Nil).

#### Auditors

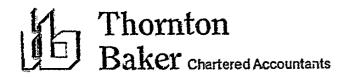
Thornton Baker offer themselves for reappointment as Auditors in accordance with Section 14 (1) of the Companies Act 1976.

ON BEHALF OF THE BOARD

J. MARTIN, F.C.C.A.

Secretary

53 Dale Street Manchester M60 6ES 19th June 1984



## REPORT OF THE AUDITORS

## TO THE MEMBERS OF J.D. WILLIAMS & CO. LIMITED

We have audited the Accounts on pages 5 to 15 in accordance with approved Auditing Standards.

In our opinion the Accounts, which have been prepared under the historical cost convention, give a true and fair vie of the state of the Company's affairs at 3rd March 1984 and of its profit and source and application of funds for the 53 weeks then ended and comply with the Companies Acts 1948 to 1981.

19th June 1984

THORNTON BAKER

#### ACCOUNTING POLICIES

## for the 53 weeks ended 3rd March 1984

The Accounts have been prepared under the historical cost convention. The principal accounting policies of the Company are set out below and have remained unchanged from the previous period.

#### 1 ACCOUNTING PERIOD

Accounts of the Company are made up each year to the Saturday nearest to the last day of February. Throughout the Accounts, the Notes to the Accounts and the Report of the Directors, reference to "1984" means "at 3rd March 1984" or, as the case may be, "for the 53 weeks to 3rd March 1984"; reference to "1983" means "at 26th February 1983" or, as the case may be, "for the 52 weeks to 26th February 1983".

#### 2 TURNOVER

Turnover, which excludes sales between Group companies, represents:

(a) the invoice value of goods in which the property has irrevocably passed to the purchaser at the date of the Accounts

and

(b) credit and other charges made on mail order customers' credit accounts.

#### 3 VALUE ADDED TAX

Liability to V.A.T. is computed under the provisions of H.M. Customs & Excise "Special Schemes for Retailers" under which V.A.T. output tax is ascertained by reference to cash received rather than to sales made. However, in accordance with the Accounting Standards Committee's ruling on the matter, V.A.T. has been provided for in the Accounts at the effective rate on sales made.

The difference between V.A.T. provided for in this manner and the actual current liability to V.A.T. as computed under the Special Schemes has been transferred to a V.A.T. Equalisation Account which is included in creditors falling due within one year in the Balance Sheet.

### 4 DEPRECIATION

Depreciation has been calculated to write down the cost of all tangible ffixed assets over their estimated useful lives. In this respect the following annual depreciation rates apply:

On Freehold buildings
On Motor vehicles
On Computer equipment
On all other tangible fixed assets

1% of cost 20% of cost between 20% and 50% of cost 15% of written down value

# ACCOUNTING POLICES - CONTINUED

#### 5 LEASED ASSETS

Assets leased to third parties under finance leases have been included in the Balance Sheet at cost less capital repayments receivable up to the Balance Sheet date. Income receivable in respect of these leases has been recognised in order to give a conserve periodic return on the net cash investment in the leases.

#### 6 STOCK

Stock is stated at the lower of cost and net realisable value. Cost means purchase price, transport and handling costs, less trade discounts, calculated on a first in first out basis.

Net realisable value means estimated selling price, less trade discounts, less all further costs to completion and all costs to be incurred in marketing, selling and distribution.

# 7 DEFERRED TAXATION

Deferred taxation is provided for at the appropriate future rate of corporation tax where it is expected that a liability will become payable in future years.

# PROFIT AND LOSS ACCOUNT

# for the 53 weeks ended 3rd March 1984

	Note	£	1984 £	1983 £
Turnover(including V.A.T.)	1		14,829,284	11,464,810
V.A.T.			1,571,552	1,161,211
Turnover(excluding V.A.T.)			13,257,732	10,303,599
Cost of sales	2		7,687,345	5,788,358
Gross profit			5,570,387	4,515,241
Distribution costs		1,363,396	<b>5</b>	1,078,782
Selling and administration expens	es	2,976,038	3	2,274,829
			4,339,434	3,353,611
Other operating income			62,750	190,674
Operating profit	3		1,293,703	1,352,304
Exceptional expenditure	4		66,091	
Profit on ordinary activities before taxation			1,227,612	1,352,304
Tax on profit on ordinary activities	5		312,647	459,995
Profit on ordinary activities after taxation			914,965	892,309
Extraordinary items	6		114,416	94,357
Profit for the financial year			800,549	797,952
Retained profits brought forwar	đ		3,283,500	2,775,548
			4,084,049	3,573,500
Dividends:				000 000
On Ordinary Shares - proposed			1,487,310	290,000
Retained profits carried forwar	·d		£2,596,739	£3,283,500

The accounting policies on pages 5 and 6 and notes on pages 10 to 15 form part of these Accounts.

# BALANCE SHEET - 3rd March 1984

	Note	£ 19	9 <u>84</u> £	1983 £
FIXED ASSETS				
Tangible assets Investments	7 8		1,681,198 20	1,797,637 20
NCT INVESTMENT IN FINANCE LEASES	9		919,332	731,757
CURRENT ASSETS				
Stock Debtors Cash at bank and in hand		4,339,655 22,365,755 6,164,389		3,736,822 21,621,382 5,623,307
		32,869,799		30,981,511
CREDITORS: amounts falling due within one year	1.2	32,274,883		29,466,335
NET CURRENT ASSETS			594,916	1,515,176
TOTAL ASSETS LESS CURRENT LIABILITY	TIES		3,195,466	4,044,590
PROVISIONS FOR LIABILITIES AND CHARGES	13		478,687	641,050
			£ <u>2,716,779</u>	£ 3,403,540
CAPITAL AND RESERVES				
Called up share capital Profit and loss account	14		120,040 2,596,739	120,040 3,283,500
			£2,716,779	£3,403,540

The Accounts were approved by the Board of Directors on 19th June 1984.

D.T. HAND ) DIRECTORS

The accounting policies on pages 5 and 6 and notes on pages 10 to 15 form part of these Accounts.

# STATEMENT OF SOURCE AND APPLICATION OF FUNDS

## for the 53 weeks ended 3rd March 1984

	£	<u>1984</u> £	1983
SOURCE OF FUNDS	-	~	~
FROM OPERATIONS Profit on ordinary activities before taxation		1,227,612	1,352,304
Extraordinary items before attributa taxation charge of £79,544 (1983: £94,506 credit)	able	34,872	188,863
Adjustments for items not involving the movement of funds:		1,192,740	1,163,441
Depreciation - normal - extraordinary		296,502 -	162,231 150,000
Loss (profit) on sale of tangible fixed assets - normal - extraordinary		(5,214) 34,872	(2,930)
PROM OMITER COIDERS		1,518,900	1,472,742
FROM OTHER SOURCES  Sale of tangible fixed assets  Capital receipts under finance leas	280,205 es <u>248,226</u>		28,063 15,944
		528,431	44,007
APPLICATION OF FUNDS		2,047,331	1,516,749
Purchase of tangible fixed assets Dividends paid Investment in finance leases Tax paid	489,926 290,000 435,801 43,600		942,004 300,000 747,701 328,000
		1,259,327	2,317,705
NET INFLOW (OUTLFOW) OF FUNDS		£ 788,004	£ (800,956)
INCREASES(DECREASES) IN WORKING CAPITAL Stock Debtors: amounts falling due	•	602,833	1,231,827
within one year Creditors: amounts falling due		744,373	(3,232,175)
within one year		1,528,744	(5,025,827)
Net liquid funds Bank overdrafts Cash at bank and in hand	(2,629,028 541,082		11,058,367 (4,833,148)
		( <u>2,087,946</u> )	6,225,219
NET INCREASE (DECREASE) IN WORKING CAP	ITAL	£ 788,004	£(800,956)

# J.D. WILLIAMS & CO. LIMITED NOTES TO THE ACCOUNTS

## for the 53 weeks ended 3rd Harch 1984

#### 1. TURNOVER AND FIRE LOSSES

Insurance indemnity in respect of additional costs of working and loss of profits consequent upon a fire at the Group's principal mail order warehouse in June 1981 is included in the Accounts for 1984 and 1983. The Directors are of the opinion that, but for the fire, turnover (inclusive of V.A.T.) in the accounting period ended 3rd March 1984 would have been £110,000 (1983; £350,000) more than achieved; for the calculation of ratios involving turnover, the Directors feel that the stated turnover should be increased accordingly. Loss of profits insurance on the above mentioned estimates of reduction in turnover is included in Other Operating Income in the Profit and Loss Account for 1984 and 1983.

#### 2. COST OF SALES

In the light of accounting policy No. 2 under which credit and other charges made on mail order customers' accounts are included in turnover, the Directors feel it appropriate to include bank and other short term interest payable in the cost of sales. The amount of such interest for the period ended 3rd March 1984 was £423,375 (1983: £327,392).

#### 3. OPERATING PROFIT

Operating profit is stated after charging:	1984 £	1983 £
Depreciation Hire and lease of equipment Auditors' remuneration	296,502 123,289 	162,231 194,759 
and after crediting:		
Rents receivable	17,775	19,742
Staff costs	1984 £	1983 £
Wages and salaries Social security costs Other pension costs	3,274,995 338,546 116,348	2,918,792 315,461 81,951
	£3,729,889	£3,316,204
Staff numbers		
Selling and administration Distributon	484 208	515 190
	<u>692</u>	705
of the above:		
Full-time employees Part-time employees	615 77	558 147
	692	705

## NOTES TO THE ACCOUNTS - CONTINUED

3.	OPERATING PROFIT (Continued)	1984	1983 £
	Directors' remuneration: Fees	- -	-
	Other emoluments	143,764	144,119
		£143,764	£144,119
	The Directors' emoluments (excluding pension scheme follows:	contributions)	were as
		<u>1984</u>	1983
	Other terms of		

	<u>1984</u>	1983
Chairman	Nil	Nil
Highest paid Director	£33,535	£30,871
Other Directors in the range:	·	•
£0 - £ 5,000	2	2
£10,001 - £15,000	-	2
£15,001 - £20,000	1	
£20,001 - £25,000	1	2
£_5,001 - £30,000	1	1
£30,001 - £35,000	1	-

#### 4. EXCEPTIONAL EXPENDITURE

Exceptional expenditure represents rationalisation and reorganisation costs which the Directors do not consider appropriate to be charged against Operating Profit.

#### 5. TAX ON PROFIT ON ORDINARY ACTIVITIES

The taxation charge based on the profit of the period is made up as follows:-

	1984 £	1983 £
Corporation tax @ 50% (1983: 52%) Deferred tax	440,874 59,451	23,134 395,988
Adjustment in respect of prior financial years:	500,325	419,122
Corporation tax Deferred tax	113,680 ( <u>301,358</u> )	40,873
	£ <u>312,647</u>	£459,995

The taxation charge has been reduced, as shown below, as a result of stock relief, timing differences not provided through the deferred tax account, and losses surrendered by group companies by way of group relief for which no payment has been made.

payment has been made.	1984 £	<u>1983</u> €
Stock relief Accelerated capital allowances Group relief	104,618	66,406 203,132 40,710
Gloup Tellel	£104,618	£310,248

# NOTES TO THE ACCOUNTS - CONTINUED

6.	EXTRAORDINARY ITEMS				1984	1983 £
	Extraordinary charges				*	<b>.</b>
	Deferred taxation adjusts the Finance (No.2) Bill Loss on disposal of obsolutions	L 1984			102,044	<b>6</b> 10
	equipment Provision against future	lease paymen	its on		12,372	***
	computer equipment surprequirements Obsolete computer equipment				-	18,654 75,703
					£ <u>114,416</u>	£ <u>94,357</u>
7.	TANGIBLE FIXED ASSETS					
		Total	Freehold property	Fixtures and fittings	Plamit and equipment £	Motor vebicles £
	Cost					
	At 26th February 1983 Additions	2,520,874 489,926	828,596 73	243,287 36,991	1,176,066 349,730	272,925 103,132
	Disposals	3,010,800 537,820	828,669	280,278	1,525,795 482,315	376,057 55,505
	At 3rd March 1984	£2,472,980	£828,699	£280,278	£1,043,481	£320,552
	Depreciation					
	At 26th February 1983 Provided in the period	723,237 296,502	15,712 4,143	126,193 20,829	457,354 207,963	123,978 63,567
	Disposals	1,019,739 227,957	19,855	147,022	665,317 183,750	187,545 44,207
	At 3rd March 1984	£ 791,782	£ 19,855	£147,022	£481,5%67	£143,338
	Net book amount at 3rd March 1984	£ <u>1,681,198</u>	£808,844	£133,256	£561,914	£177,214
	Net book amount at 26th February 1983	£1,797,637	£812,884	£117,094	£718,7/12	£148,947

# NOTES TO THE ACCOUNTS - CONTINUED

# FIRED ASSET INVESTMENTS

1984 and 1983

Shares in Group companies at cost

Throughout the period the Company's wholly owned subsidiaries, which all operate within the United Kingdom, were as follows:

	Wature of business	Share c	apital Amount issued
Brightventure Ltd. J.D. Williams & Co.	Non-trading	Ordinary	4,000 (1)
(Wholesale) Ltd. J.D. Williams & Co. (Mail Order) Ltd. Burrowcourt Ltd. Flaxenfield Ltd.	Non-trading	Ordinary	10 (1)
	Non-trading Non-trading Non~trading	Ordinary Ordinary Ordinary	10 (1) 100 (2) 2 (3)

- Shares held by the company
   Shares held by Brightventure Ltd.
   Shares held by Burrowcourt Ltd.

In the opinion of the directors, the aggregate value of the shares in the subsidiaries is not less than the aggregate amounts at which those assets are stated in the Company's balance sheat.

During the period a subsidiary of the Company disposed of two non-trading subsidiaries, Alec Brook Ltd. and Alec Brook (Wholesale) Ltd. No significant gain or loss arose on their disposal.

Group accounts have not been prepared as the Company is itself a wholly owned subsidiary.

#### NET INVESTMENT IN FINANCE LEASES 9.

The net investment in finance leases comprises:

<u> </u>		
Total minimum lease payments receivable	1984 £	1983 £
(net of bad debt provision) Less: finance charges allocated to future periods	1,157,901 238,569	998,999 267,242
The total investment in finance leases is divided as followed	£ 919,332 lows:	£ <u>731,757</u>
	<u>1984</u> £	1983 £
Amounts falling due within one year Amounts falling due after more than one year	320,540 598,792	182,235 549,522
	£ <u>919,332</u>	£731,757

# NOTES TO THE ACCOUNTS - CONTINUED

# 10. STOCK

		1984 £	1983 £
	Finished goods		-
	Raw materials	4,232,757	
	Sundry stocks	19,244	
		87,654	87,329
		£4,339,655	£3,736,822
11.	DEBTORS		
	Amounts falling due within one year:	1984 £	1983 £
	Trade debtors	C 005 44-	
	Amounts owed by subsidiaries	6,325,695	
	Amounts owed by holding company	451,803	434,754
	and fellow subsidiaries Other debtors	13,754,701	13,271,433
	Prepayments and accrued income	65,590	
	- 1 and goothed throme	1,017,966	2,312,572
	Amount falling due after more than one year:	21,615,755	20,871,382
	Amount owed by fellow subsidiary	750,000	750,000
12.	CREDITORS: amounts falling due within one year	£ <u>22,365,755</u> :	
		1984	1002
		<u>1984</u> £	1983 £
	Bank overdrafts		~
	Trade creditors	13,140,578	,,
	Bills and notes payable	5,390,927	5,261,483
	Amounts owed to subsidiaries	879,475*	765,539
	Amounts owed to holding company	14,101	14,101
	and fellow subsidiaries	0 501 717	
	Current taxation	8,591,717 512,506	10,793,653
	Social security and other taxes	389,742	1,552
	Other creditors	450 206	193,574
	Loans	459,396	555,393
	Accruals and deferred income	492,550	
,	Proposed dividend	916,581	1,079,490
		1,487,310	290,000
٠ ، باي		£32,274,883 £	29,466,335
* 1	Bills and notes payable in 1984 represents an advance of		

Bills and notes payable in 1984 represents an advance which is guaranteed by E.C.G.D. This sum is secured by a Legal Charge on the related export debtors.

## NOTES TO THE ACCOUNTS - CONTINUED

# 13. PROVISIONS FOR LIABILITIES AND CHARGES

Deferred taxation

	£
At 26th February 1983 Provided during the period	641,050
- normal - extraordinary items Utilised during the period	59,451 79,544 ( <u>301,358</u> )
At 3rd March 1984	£ <u>478,687</u>

The following shows the total potential liability for deferred taxation in respect of each of the timing differences and the corresponding amounts provided in the accounts. The amount not provided for in the accounts of £136,767 (1983: £329,458) represents a contingent liability at the balance sheet date.

	Provid the ac	counts	Total po	
	1984	1983	1984	1983
	£	£	£	£
Accelerated capital allowances Other timing differences	541,658	403,109	696,417	732,567
	(62,971)	237,941	(80,963)	237,941
	£478,687	£ <u>641,050</u>	£615,454	£970,508

# 14. CALLED UP SHARE CAPITAL

	1984 and 1983		
	Authorised	Allotted, called up and fully paid	
Ordinary shares of £1 each	£ <u>120,040</u>	£ <u>120,040</u>	

# 15. CONTINGENT LIABILITIES

The Company has jointly and severally guaranteed certain bank overdrafts and other liabilities of the Company's ultimate holding company and certain fellow subsidiaries. The contingent liability of the company on this account was £4,494,462 at 3rd March 1984 (1983: £1,782,861).

The Company had no other contingent liabilities at 3rd March 1984 other than in respect of deferred taxation (see note 13) (1983: £Nil).

## 16. HOLDING COMPANY

The ultimate holding company of this company is N. Brown Investments P.L.C., which is incorporated in England.