

**THE NOTRE DAME  
TRUSTEE COMPANY LIMITED**

**REPORT AND ACCOUNTS  
FOR THE YEAR ENDED  
31 AUGUST 2007**

**Company Number 494852**



# THE NOTRE DAME TRUSTEE COMPANY LIMITED

REPORT  
YEAR ENDED 31 AUGUST 2007

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# THE NOTRE DAME TRUSTEE COMPANY LIMITED

## DIRECTORS' REPORT 31 AUGUST 2007

The directors present the accounts of the company for the year ended 31 August 2007

### 1 Review of business

The company has not traded during the year ended 31 August 2007 and there is no profit or loss

### 2 Directors

The directors' shareholdings at the beginning and at the end of the period were

	31 August 2007	31 August 2006
Kathleen McGhee	2	2
Catherine Darby	2	2
Patricia O'Brien	1	1

In respect of each director who is a director at the date the Directors' Report is signed

- so far as the director is aware, there is no information needed by the company's auditors in connection with preparing their report (relevant audit information) of which they are unaware, and
- each director has taken all the steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information

### 3 Objective of the company

The main objective of the company is the role of Custodian Trustee and acts as the nominee of the Charity known as the Sisters of Notre Dame de Namur (Charity Number 232411, Scottish Charity Number SC038746) The company holds as nominee the property and investments of that Charity The objectives of the Charity being the advancement of the Roman Catholic religion by means of an involvement in education broadly conceived The company owns no assets in its own right

### 4 Auditors

A resolution for the reappointment of PKF (UK) LLP will be proposed at the forthcoming annual general meeting

### 5 Basis of preparation

This report has been prepared in accordance with the Special Provisions of Part VII of the Companies Act 1985 relating to smaller entities

Sister Catherine Darby  
Secretary

*CMDarby*  
20 November 2007

# **THE NOTRE DAME TRUSTEE COMPANY LIMITED**

## **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

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

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these 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,
- 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 that disclose with reasonable accuracy at any time the financial position of the company and 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  
THE NOTRE DAME TRUSTEE COMPANY LIMITED**

We have audited the financial statements of The Notre Dame Trustee Company Limited for the year ended 31 August 2007 which comprise the Balance Sheet and the related notes. 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**

The directors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards ('United Kingdom Generally Accepted Accounting Practice') are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and have been properly prepared in accordance with the Companies Act 1985. We also report to you whether, in our opinion, the information given in the directors' report is consistent with the financial statements.

In addition, we report to you if, in our opinion, 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 is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 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.

**AUDITORS' REPORT TO THE MEMBERS OF  
THE NOTRE DAME TRUSTEE COMPANY LIMITED**

**Opinion**

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the company's affairs as at 31 August 2007,
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the directors' report is consistent with the financial statements

**Liverpool, UK**

20 November 2007

*PKF(UK)WP*

**Registered Auditors**

# THE NOTRE DAME TRUSTEE COMPANY LIMITED

## BALANCE SHEET AT 31 AUGUST 2007

	Notes	2007 £	2006 £
<b>Current assets</b>			
Debtors	2	<u>5</u>	<u>5</u>
<b>Capital and reserves</b>			
Share capital	3	<u>5</u>	<u>5</u>

The financial statements have been prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities

The financial statements were approved and authorised for issue by the Board and were signed on its behalf on 20 November 2007

Sister Kathleen McGhee  
Director



# THE NOTRE DAME TRUSTEE COMPANY LIMITED

## NOTES AND ACCOUNTING POLICIES YEAR ENDED 31 AUGUST 2007

### 1 ACCOUNTING POLICIES

#### 1.1 Basis of accounting

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities 2007

### 2 DEBTORS

	2007 £	2006 £
Amount due from shareholders	<u>5</u>	<u>5</u>

### 3 CALLED UP SHARE CAPITAL

#### Authorised

Ordinary £1 shares	<u>100</u>	<u>100</u>
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#### Allotted, issued and fully paid

Ordinary £1 shares	<u>5</u>	<u>5</u>
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### 4 RELATED PARTIES

The company acts as Nominee for the Institute of the Sisters of Notre Dame de Namur British Province, Charity number 232411, Scottish Charity Number SC038746. The shares in the company are held by the Charity and its Trustees, in their capacity as Trustees. The main object of the company being to act in the role of Custodian Trustee for the Charity.