# HUGO RUSSELL & CO. LIMITED REPORT OF THE DIRECTORS AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2003

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### REPORT OF THE CHAIRMAN FOR THE YEAR ENDED 31 DECEMBER 2003

I present the accounts for the year to December 31<sup>st</sup> 2003. This period is the first full year of trading since the acquisition of the Company in December 2002.

I am pleased to report a trading profit before tax of £46,107 against a loss in the prior year of £51,839. Turnover decreased by 5% to £2,019,548, reflecting difficult trading conditions in the interior design and giftware sectors. The improved profitability was achieved by better margins, through keener product buying and a tighter control of overhead costs.

Throughout the year the Company has worked to improve both communication and service to its core retail customers. The arrival of new ranges is announced to targeted customers, while improved distribution services handle the despatch of orders flowing from our website photo database.

The Company's development focus has been on new business with the hospitality sector – both directly to hotel and leisure facility groups and indirectly through specifying interior designers. The attraction of this market is both its 'end-user' status and the potential to build volume business with a small group of customers whose needs can be closely monitored and fulfilled.

The stock acquired at the time of the Company purchase has been analysed and slow moving items identified as either 'slow but selling' or surplus to requirement. The appropriate action for both categories is in process.

During the year we have worked more closely with both customers and suppliers and we thank them for that association. I especially want to thank our staff who, through a year of change and redirection, have worked tirelessly to achieve our ambitions.

In particular, my thanks go to Esther Chapman, a long serving director of the company, who retired in October 2003 after a truly valuable contribution to the Company's success.

In August 2004, Richard Board left the Company to realise a long held plan to travel the world with his young family. I would like to record our thanks to him for his considerable role in managing the Company and we wish him well on his ventures.

The Company's ambition continues to be the development of sales to the hospitality sector and to the design and supply of products sought by that market.

Jolyon Tibbitts Chairman. 25 October 2004

# COMPANY INFORMATION FOR THE YEAR ENDED 31 DECEMBER 2003

DIRECTORS:

 $\mathsf{Mr}\,\mathsf{F}\,\mathsf{J}\,\mathsf{S}\,\mathsf{Tibbitts}$ 

Mr D G Owen

SECRETARY:

Mr F J S Tibbitts

**REGISTERED OFFICE:** 

38 Westwood Park Trading Centre

Concord Road Western Avenue

London W3 0TH

REGISTERED NUMBER:

1095274

**AUDITORS:** 

Wilkins Kennedy Chartered Accountants

Registered Auditors Risborough House 38-40 Sycamore Road

Amersham Buckinghamshire

HP6 5DZ

### REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 DECEMBER 2003

The directors present their report with the financial statements of the company for the year ended 31 December 2003.

#### PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of wholesale distribution of decorative accessories and giftware.

#### **DIRECTORS**

The directors during the year under review were:

Mr F J S Tibbitts Mrs E L Chapman Mr R Board Mr D G Owen

- resigned 29.10.2003

The directors holding office at 31 December 2003 did not hold any beneficial interest in the issued share capital of the company at 1 January 2003 or 31 December 2003.

At 31 December 2003 and 1 January 2003 the share capital was owned by a company called Dilldash Holdings Limited (formerly Ever 1881 Limited), of which Mr F J S Tibbitts and Mr D G Owen are directors and shareholders.

The beneficial interests of the directors in the share capital of the holding company were as follows:-

Mr F J S Tibbitts 72 £1 ordinary shares.

Mr D G Owen 2 £1 ordinary shares.

Mr R Board resigned as a director on 31 July 2004.

#### POLITICAL AND CHARITABLE CONTRIBUTIONS

During the year the company made charitable donations of £225.

#### STATEMENT OF DIRECTORS' RESPONSIBILITIES

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 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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.

#### **AUDITORS**

The auditors, Wilkins Kennedy, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

# REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 DECEMBER 2003

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:

Mr F J S Tibbitts - Director

25 October 2004

# REPORT OF THE INDEPENDENT AUDITORS TO THE SHAREHOLDERS OF HUGO RUSSELL & CO. LIMITED

We have audited the financial statements of Hugo Russell & Co. Limited for the year ended 31 December 2003 on pages five to eleven. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and 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 on page two the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom 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 to you if, in our opinion, the Report of the Directors 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 Report of the Directors 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 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 as at 31 December 2003 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Wilkins Kennedy
Chartered Accountants
Registered Auditors
Risborough House
38-40 Sycamore Road
Amersham
Buckinghamshire
HP6 5DZ

25 October 2004

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2003

	Notes	2003 £	2002 £
TURNOVER	2	2,019,548	2,144,173
Cost of sales		(1,087,608)	(1,275,264)
GROSS PROFIT		931,940	868,909
Distribution costs Administrative expenses		(225) (882,944)	(901,381)
OPERATING PROFIT/(LOSS)	3	48,771	(32,472)
Interest receivable and similar incon	ne	377	181
		49,148	(32,291)
Interest payable and similar charges	\$	(3,041)	(19,548)
PROFIT/(LOSS) ON ORDINARY A BEFORE TAXATION	CTIVITIES	46,107	(51,839)
Tax on profit/(loss) on ordinary activ	ities 4	(7,357)	11,349
PROFIT/(LOSS) FOR THE FINANC AFTER TAXATION	CIAL YEAR	38,750	(40,490)
RETAINED PROFIT/(DEFICIT) FOI THE YEAR	R	38,750	(40,490)

The notes form part of these financial statements

# BALANCE SHEET 31 DECEMBER 2003

Notes	2003 £	2002 £
110100	_	_
5	4,904	10,679
	589,690	518,702
6	151,536	154,750
	158,102	232,652
	899,328	906,104
r 7	(287,526)	(338,827)
	611,802	567,277
r	· <u></u> -	_ <del></del> _
	616,706	577,956
		<del></del> _
10	5,000	5,000
11	611,706	572,956 —————
	616,706	577,956
	6 nr 7 T	Notes £  5 4,904  6 589,690 151,536 158,102 899,328  or 7 (287,526) 611,802  T 616,706  10 5,000 611,706

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

# ON BEHALF OF THE BOARD:

Mr F J S Tibbitts - Director

Approved by the Board on 25 October 2004

The notes form part of these financial statements

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2003

#### 1. ACCOUNTING POLICIES

# Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

#### Turnover

Turnover represents net invoiced sales of goods, excluding value added tax.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Furniture and equipment

- 20% on cost

Fixtures and fittings

- 20% on cost

Motor vehicles

- 25% on cost

Computer equipment

- 33% on cost and

20% on cost

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

#### Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

#### Hire purchase and leasing commitments

Assets held under finance leases and hire purchase contracts are capitalised in the Balance Sheet and depreciated over their expected useful lives. The interest element of leasing payments is charged to the Profit and Loss Account over the period of the lease.

All other leases are regarded as operating leases and the payments made under them are charged to the Profit and Loss Account on a straight line basis over the lease term.

#### Pensions

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the profit and loss account.

# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2003

#### 2. TURNOVER

The turnover and profit (2002 - loss) before taxation are attributable to the one principal activity of the company.

An analysis of turnover by geographical market for the year ended 31 December 2003 is given below:

UK sales	90.82%
EC sales	4.83%
Sales to the rest of the world	4.35%
	100.00%

This analysis is not considered to be applicable to the year ended 31 December 2002.

# 3. OPERATING PROFIT/(LOSS)

The operating profit (2002 - operating loss) is stated after charging:

	2003	2002
	£	£
Depreciation - owned assets	7,265	6,875
Pension costs	-	100,000
Amounts payable to the auditors in		
respect of audit services	7,400	7,000
Amounts payable to the auditors in		
respect of non-audit services	1,345	10,020
	<del>=====</del>	
Directors' emoluments and other benefits etc	127,420	192,880

### 4. TAXATION

Analysis of the tax charge/(credit)

as as follows:	
2003	2002
£	£
7,686	(9,484)
(329)	(1,865)
7,357	(11,349)
	2003 £ 7,686 (329)

The directors believe the deferred tax asset to be fully recoverable.

# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2003

5.	TANGIBLE FIXED ASSETS		Plant and machinery etc
	2027		£
	COST At 1 January 2003 Additions		339,283 1,490
	At 31 December 2003		340,773
	DEPRECIATION At 1 January 2003 Charge for year		328,604 7,265
	At 31 December 2003		335,869
	NET BOOK VALUE At 31 December 2003		4,904
	At 31 December 2002		10,679
6.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2003 £	2002 £
	Trade debtors Other debtors	98,203 53,333	84,089 70,661
		151,536	154,750
7.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2003 £	2002 £
	Bank loans and overdrafts	22,728	£ 61,866
	Trade creditors	64,794	39,843
	Taxation and social security	62,556	67,270
	Other creditors	137,448	169,848
		287,526	338,827
8.	OPERATING LEASE COMMITMENTS		
	The following payments are committed to be paid within one year:		
		2003 £	2002 £
	Expiring:	400.070	400.070
	In more than five years	188,873	188,873

# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2003

9.	PROVISION	FOR LIABILITIES AND CHARGES			
					Deferred tax
		January 2003 capital allowances			£ (1,865) (329)
	Balance at 31	December 2003			(2,194)
10.	CALLED UP	SHARE CAPITAL			
	Authorised: Number:	Class:	Nominal	2003	2002
	5,000 5,000	Ordinary 'A' Ordinary 'B'	value: £1 £1	£ 5,000 5,000	£ 5,000 5,000
				10,000	10,000
	Allotted, issue	ed and fully paid:			
	Number:	Class:	Nominal value:	2003 £	2002 £
	2,500 2,500	Ordinary 'A' Ordinary 'B'	£1 £1	2,500 2,500	2,500 2,500
				5,000	5,000
11.	RESERVES				
					Profit and loss account £
	At 1 January Retained prof	2003 fit for the year			572,956 38,750
	At 31 Decem	ber 2003			611,706

#### 12. PENSION COMMITMENTS

The company operated a defined contribution pension scheme for the benefit a director who left the company in 2002. The assets of the scheme are administered by trustees in a fund independent from those of the company. The charge in the accounts was £Nil (2002: £100,000).

# 13. ULTIMATE PARENT COMPANY

The ultimate parent company is Dilldash Holdings Limited (formerly Ever 1881 Limited).

# 14. RELATED PARTY DISCLOSURES

Loan to the company by Dilldash Holdings Limited (formerly Ever 1881 Limited), the holding company -£100,000 (2002:£150,000).

# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2003

### 15. ULTIMATE CONTROLLING PARTY

In the opinion of the directors the ultimate controlling party throughout the current year was Mr F J S Tibbitts. During the preceding year the ultimate controlling party was Mr R G Gomme.