ASHE CONTROLS LTD ANNUAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2014

TUESDAY



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23/06/2015 COMPANIES HOUSE #133

COMPANY INFORMATION

Directors Mr J O M Godbold

Mrs B Godbold

Secretary Mrs B Godbold

Company number 01154966

Registered office St Johns Works

Bluestem Road Ransomes Europark

Ipswich Suffolk IP3 9RR

Auditors Ensors Accountants LLP

Cardinal House 46 St Nicholas Street

Ipswich Suffolk IP1 1TT

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STRATEGIC REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2014

The directors present the strategic report and financial statements for the year ended 30 September 2014.

Review of the business

During the year the company continued to develop the product range to ensure that it will be able to continue to remain competitive in the global market.

Turnover increased slightly from approximately £5.4 million to £5.5 million, as global trading conditions remain difficult. Orders from North America have hard to obtain, partly as a result of a strong pound, but this has been offset by increased European orders. Pre-tax profits have increased slightly from £0.16 million to £0.25 million, partly from a reduction in costs relating to the development of larger products within the range.

The management of the business and the execution of the company's strategy are subject to a number of risks. These included global trading conditions, technological advancement, credit risk and currency risk. The directors take the necessary steps to ensure that these risks are mitigated.

At the year end the results are considered to be reasonable given current global trading conditions.

Given the straightforward nature of the business, the company's directors are of the opinion that a more detailed analysis, using key performance indicators, is not necessary to understand the development, performance or position of the business.

On behalf, of the board

Mr O M Godbold

Director 24/5/2015

DIRECTORS' REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2014

The directors present their report and financial statements for the year ended 30 September 2014.

Results and dividends

The results for the year are set out on page 5.

The directors do not recommend the payment of an ordinary dividend.

Research and development

The company engages in research and development activities to support its principal activities.

Directors

The following directors have held office since 1 October 2013:

Mr J O M Godbold Mrs B Godbold

Auditors

Ensors Accountants LLP were appointed auditors to the company and in accordance with section 485 of the Companies Act 2006, a resolution proposing that they be re-appointed will be put at a General Meeting.

Statement of directors' responsibilities

The directors are responsible for preparing the Strategic Report, Directors' 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). Under company law the directors must not approve the financial statements unless they are satisfied that they 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 accounting 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 adequate accounting records that are sufficient to show and explain the company's transactions and 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 2006. 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.

Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

On behalf of the board

Mr / O/M Godbold

Prector

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ASHE CONTROLS LTD

We have audited the financial statements of Ashe Controls Ltd for the year ended 30 September 2014 set out on pages 5 to 17. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. 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 explained more fully in the Directors' Responsibilities Statement set out on page 2, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 30 September 2014 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Strategic Report and Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE MEMBERS OF ASHE CONTROLS LTD

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Malcolm McGready (Senior Statutory Auditor) for and on behalf of Ensors Accountants LLP

Chartered Accountants Statutory Auditor

11/6/15

Cardinal House
46 St Nicholas Street
Ipswich
Suffolk
IP1 1TT

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30 SEPTEMBER 2014

	Notes	2014 £	2013 £
Turnover	2	5,467,175	5,447,922
Cost of sales		(2,892,353)	(2,911,076)
Gross profit		2,574,822	2,536,846
Distribution costs Administrative expenses		(526,030) (1,800,493)	(648,954) (1,731,187)
Operating profit	3	248,299	156,705
Other interest receivable and similar income Interest payable and similar charges	4 5	183 (3,407)	- (2,469)
Profit on ordinary activities before taxation		245,075	154,236
Tax on profit on ordinary activities	6	(3,067)	32,322
Profit for the year	16	242,008	186,558

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

BALANCE SHEET AS AT 30 SEPTEMBER 2014

		20	114	20	13
	Notes	£	£	£	£
Fixed assets				•	
Tangible assets	8		599,387		594,251
Current assets					
Stocks	9	571,635		587,974	
Debtors	10	1,907,843		1,591,842	•
Cash at bank and in hand		1,159,894		558,818	
		3,639,372		2,738,634	
Creditors: amounts falling due within one year	11	(1,928,473)		(1,287,319)	
Net current assets			1,710,899		1,451,315
Total assets less current liabilities			2,310,286		2,045,566
Creditors: amounts falling due after more than one year	12		(23,488)		(776)
			2,286,798		2,044,790
					=======================================
Capital and reserves					
Called up share capital	15		4,000		4,000
Other reserves	16		4,000		4,000
Profit and loss account	16		2,278,798		2,036,790
Shareholders' funds	17		2,286,798		2,044,790

Approved by the Board and authorised for issue on ... 26 / 5 / 2015

Mg/J O/M Godb

Director

Company Registration No. 01154966

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 SEPTEMBER 2014

			2014		2013
	Notes	£	£	£	£
Net cash inflow from operating activities	22		611,388		580,550
Taxation Capital expenditure			32,139		(92,302)
Payments to acquire tangible assets Receipts from sales of tangible assets		(13,384) 200		(35,118)	
Net cash outflow for capital expenditure			(13,184)		(35,118)
Equity dividends paid					(33,400)
Net cash inflow before management of liquid resources and financing			630,343		419,730
Financing Capital element of hire purchase contracts		(29,267)		(60,194)	
Net cash outflow from financing		***************************************	(29,267)		(60,194)
Increase in cash in the year	23, 24		601,076		359,536

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2014

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

1.3 Turnover

Turnover represents amounts receivable for goods and services net of VAT and trade discounts.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Land and buildings Freehold
Plant and machinery

2% on cost (buildings only) 20% to 33% reducing balance

Fixtures, fittings & equipment

20% reducing balance

Motor vehicles

25% reducing balance

1.5 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account using the sum of digits method.

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.6 Stock and work in progress

Stock and work in progress are valued at the lower of cost and net realisable value.

1.7 Long term contracts

Amounts recoverable on long term contracts, which are included in debtors, are stated at the net sales value of the work done after provision for contingencies and anticipated future losses on contracts, less amounts received as progress payments on account. Excess progress payments are included in creditors as payments on account.

1.8 Pensions

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

1.9 Deferred taxation

Deferred taxation is provided in full in respect of taxation deferred by timing differences between the treatment of certain items for taxation and accounting purposes. The deferred tax balance has not been discounted.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2014

1 Accounting policies

(Continued)

1.10 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to profit and loss account.

2 Turnover

Gaaa	ranhical	l market
Geou	Iavinca	HIIIAINEL

		Turnove	er
		2014	2013
		£	£
	United Kingdom	703,413	1,117,674
	Europe	1,696,436	857,712
	North America	579,185	954,196
	Rest of the World	2,488,141	2,518,340
		5,467,175	5,447,922

3	Operating profit	2014	2013
		£	£
	Operating profit is stated after charging:		
	Depreciation of tangible assets	76,494	71,209
	Loss on disposal of tangible assets	1,667	-
	Loss on foreign exchange transactions	43,392	-
	Operating lease rentals	113,000	113,000
	Auditors' remuneration (including expenses and benefits in kind)	4,000	4,000
	and after crediting:		
	Profit on foreign exchange transactions	-	(97,148) ————
4	Investment income	2014	2013
7	myesanen meeme	£	£
	Other interest	183	-
		=	

5	Interest payable	2014 £	2013 £
	On bank loans and overdrafts Hire purchase interest	- 3,407	28 2,441
		3,407	2,469
6	Taxation	2014 £	2013 £
	Domestic current year tax	0.040	(00.400)
	U.K. corporation tax	8,940 ———	(32,139)
	Total current tax	8,940	(32,139)
	Deferred tax	(5.072)	(4.00)
	Origination and reversal of timing differences	(5,873)	(183)
		3,067	(32,322)
	Factors affecting the tax charge for the year	245.075	454 000
	Profit on ordinary activities before taxation	245,075 ———	154,236 =======
	Profit on ordinary activities before taxation multiplied by standard rate of UK corporation tax of 20.00% (2013 - 25.00%)	49,015	38,559
	Effects of:		
	Non deductible expenses	400	572
	Depreciation add back	15,632	17,802
	Capital allowances	(8,479) (47,628)	(16,321) (71,221)
	Research and development tax credit Other tax adjustments - marginal relief	(47,020)	(1,530)
		(40,075)	(70,698)
	Current tax charge for the year	8,940	(32,139)
7	Dividends	2014	2013
		£	£
	Ordinary interim paid	-	33,400

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2014

8	Tangible fixed assets					
		Land and buildings Freehold	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
		£	£	£	£	£
	Cost					
	At 1 October 2013	394,320	643,399	58,831	327,075	1,423,625
	Additions	-	2,585	1,482	79,430	83,497
	Disposals	-	-	-	(30,220)	(30,220)
	At 30 September 2014	394,320	645,984	60,313	376,285	1,476,902
	Depreciation	-				
	At 1 October 2013	33,334	530,121	35,917	230,002	829,374
	On disposals	-	-	-	(28,353)	(28,353)
	Charge for the year	4,762	23,192	4,880	43,660	76,494
	At 30 September 2014	38,096	553,313	40,797	245,309	877,515
	Net book value					
	At 30 September 2014	356,224	92,671	19,516	130,976	599,387
	At 30 September 2013	360,986	113,278	22,914	97,073	594,251

Included above are assets held under finance leases or hire purchase contracts as follows:

	Motor vehicles £
Net book values	
At 30 September 2014	71,050
At 30 September 2013	30,783
Depreciation charge for the year	
At 30 September 2014	23,683

At 30 September 2013	10,262

9	Stocks and work in progress	2014 £	2013 £
	Raw materials and consumables	152,058	156,974
	Work in progress	419,577 —————	431,000
		571,635 ————	587,974
10	Debtors	2014 £	2013 £
	Trade debtors	1,568,343	1,208,644
	Corporation tax	-	32,139
	Other debtors	291,717	302,270
	Prepayments and accrued income	39,282	46,161
	Deferred tax asset (see note 13)	8,501	2,628
		1,907,843	1,591,842
	Amounts falling due after more than one year and included in the debtors above are:	2014 £	2013 £
	Other debtors	75,000	75,000
11	Creditors: amounts falling due within one year	2014	2013
••	orealtors, amounts family due within one year	£	£
	Payments received on account	865,183	350,411
	Net obligations under hire purchase contracts	30,632	12,498
	Trade creditors	696,413	440,399
	Corporation tax	8,940	-
	Other taxes and social security costs	45,126	50,511
	Directors' current accounts	160,219	219,455
	Other creditors	11,481	14,375
	Accruals and deferred income	110,479	199,670
		1,928,473	1,287,319

12	Creditors: amounts falling due after more than one year	2014 £	2013 £
,	Net obligations under hire purchase contracts	23,488	776
	Net obligations under hire purchase contracts Repayable within one year Repayable between one and five years	30,632 23,488	12,498 776
	Included in liabilities falling due within one year	54,120 (30,632)	13,274 (12,498)
		23,488	776 ———
13	Provisions for liabilities		
	The deferred tax asset (included in debtors, note 10) is made up as follows:		
		2014 £	
	Balance at 1 October 2013 Profit and loss account	(2,628) (5,873)	
	Balance at 30 September 2014	(8,501)	
		· 2014 £	2013 £
	(Decelerated)/accelerated capital allowances Other timing differences	(2,290) (6,211)	4,515 (7,143)
		(8,501)	(2,628)
14	Retirement Benefits		
		2014 £	2013 £
	Contributions payable by the company for the year	46,097 =====	900

2013 £	2014 £	Share capital	15
L	L	Allotted, called up and fully paid	
4,000	4,000	4,000 Ordinary shares of £1 each	
c	O.1. D	Statement of movements on reserves	16
ofit and loss account	Other Pro reserves		
account	(see below)		
£	£		
2,036,790	4,000	Balance at 1 October 2013	
242,008		Profit for the year	
2,278,798	4,000	Balance at 30 September 2014	
		Other recoming	
		Other reserves Capital redemption reserve	
	4,000	Balance at 1 October 2013 & at 30 September 2014	
		Balance at 1 October 2010 a at 00 deptember 2014	
2013	2014	Reconciliation of movements in Shareholders' funds	17
£	£		
186,558	242,008	Profit for the financial year	
(33,400)	<u>-</u>	Dividends	
153,158	242,008	Net addition to shareholders' funds	
1,891,632	2,044,790	Opening Shareholders' funds	
2,044,790	2,286,798	Closing Shareholders' funds	

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2014

18 Financial commitments

At 30 September 2014 the company was committed to making the following payments under non-cancellable operating leases in the year to 30 September 2015:

2014 2013 2014 2013 E			Land and bu	ildings	Other	
F					2014	2013
Operating leases which expire: Within one year						
Within one year 113,000 113,000 - -		Operating leases which expire:				
Between two and five years			113.000	113.000	_	-
19 Directors' remuneration 2014 £ 2013 £ £			-	-	4,139	4,139
E Remuneration for qualifying services 34,892 34,986 20 Employees Number of employees The average monthly number of employees (including directors) during the year was: 2014 2013 Number Number Office and management 6 7 Production and sales 52 52 58 59 Employment costs 2014 2013 £ £ Wages and salaries 1,914,532 1,968,199 Social security costs 109,393 122,354 Other pension costs 46,097 900			113,000	113,000	4,139	4,139
20 Employees Number of employees The average monthly number of employees (including directors) during the year was: 2014 2013 Number Number Office and management Production and sales 52 52 58 59 Employment costs 2014 2013 £ £ £ Wages and salaries Number Number 1,914,532 1,968,199 Social security costs 109,393 122,354 Other pension costs	19	Directors' remuneration				
Number of employees The average monthly number of employees (including directors) during the year was: 2014 2013 Office and management 6 7 Production and sales 52 52 58 59 Employment costs 2014 2013 £ £ Wages and salaries 1,914,532 1,968,199 Social security costs 109,393 122,354 Other pension costs 46,097 900		Remuneration for qualifying services			34,892	34,986
Office and management Production and sales 6 7 Employment costs 58 59 Wages and salaries Social security costs Other pension costs 1,914,532 1,968,199 Other pension costs 109,393 122,354 Other pension costs 46,097 900	20	Number of employees The average monthly number of employees	(including directors	s) during the		
Production and sales 52 52 58 59					Number	Number
Wages and salaries 1,914,532 1,968,199 Social security costs 109,393 122,354 Other pension costs 46,097 900						52
Social security costs 109,393 122,354 Other pension costs 46,097 900		Employment costs				
2,070,022 2,091,453		Social security costs			109,393	122,354
					2,070,022	2,091,453

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2014

21	Control

The company was under the control of Mr J O M Godbold throughout the year.

22	Reconciliation of operating profit to net cash	inflow from o	perating	2014	2013
	activities			£	£
	Operating profit			248,299	156,705
	Depreciation of tangible assets			76,494	71,209
	Loss on disposal of tangible assets			1,667	· -
	Decrease in stocks			16,339	113,858
	(Increase)/decrease in debtors			(342,084)	489,120
	Increase/(decrease) in creditors within one year			610,673	(250,342)
	Net cash inflow from operating activities			611,388	580,550
23	Analysis of net funds	1 October 2013	Cash flow	Other non- ash changes	30 September 2014
		£	£	£	£
	Net cash:				
	Cash at bank and in hand	558,651 	601,076	-	1,159,727
	Liquid resources:				
	Bank deposits	167	-	-	167
	Debt:				
	Finance leases	(13,274)	29,267	(70,113)	(54,120)
	Net funds	545,544	630,343	(70,113)	1,105,774
	·				
24	Reconciliation of net cash flow to movement	in net funds		2014	2013
	·			£	£
	Increase in cash in the year			601,076	359,536
	Cash outflow from decrease in debt and lease fil	nancing		29,267	60,194
	Change in net debt resulting from cash flows	٠		630,343	419,730
	New finance lease			(70,113)	
	Movement in net funds in the year			560,230	419,730
	Opening net funds			545,544	125,814
	Closing net funds			1,105,774	545,544
	- -				· · · · · · · · · · · · · · · · · · ·

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2014

25 Related party relationships and transactions

During the year the company paid dividends amounting to £- (2013:£33,400) to the director Mr J O M Godbold.

The amount owing to Mr J O M Godbold at the year end was £112,409 (2013:£171,495).

The amount owing to Mrs B M Godbold at the year end was £47,810 (2013:£47,960).

Included in other debtors is a loan of £180,000 (2013:£180,000) to Cobbold and Godbold Limited, a company controlled by Mr J O M Godbold. The loan is interest free and repayable on demand.

During the year the company made sales of £60,000 (2013:£95,000) to Ashe Converting Equipment Limited, a company in which the director, Mr J O M Godbold has a 25% shareholding. At the year end £-(2013:£1,615) was owing to Ashe Converting Equipment Limited.

DETAILED TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30 SEPTEMBER 2014

	£	2014 £	£	2013 £
Turnover	L	L	L	Z
Sales United Kingdom		688,019		1,099,676
Sales Europe		1,696,436		857,712
Sales North America		579,185		954,196
Sales Rest of the world		2,488,141		2,518,340
Sales Carriage		15,394		17,998
	•	5,467,175		5,447,922
Cost of sales				
Opening stock of finished goods	156,974		157,832	
Opening stock of work in progress	431,000		544,000	
Purchases	1,838,591		1,852,350	
Factory wages and salaries	947,544		906,739	
Subcontract labour	46,415		•	
Hire of plant and machinery	14,895		10,908	
Direct factory overheads	28,569 ————		27,221	
	3,463,988		3,499,050	
Closing stock of finished goods	(152,058)		(156,974)	
Closing stock of work in progress	(419,577)		(431,000)	
		(2,892,353)		(2,911,076)
Gross profit		2,574,822		2,536,846
Distribution costs	526,030		648,954	
Administrative expenses	1,800,493		1,731,187	ó
		(2,326,523)		(2,380,141)
Operating profit		248,299		156,705
Other interest receivable and similar income Interest on tax refund		183		_
interest on tax retund		103		-
Interest payable				
Bank interest payable	<u>-</u>		- 28	
Hire purchase interest payable	3,407		2,441	
		(3,407)		(2,469)
Profit before taxation		245,075		154,236

SCHEDULE OF DISTRIBUTION COSTS AND ADMINISTRATIVE EXPENSES FOR THE YEAR ENDED 30 SEPTEMBER 2014

	2014	2013
-	£	£
Distribution costs	475.000	004.000
Sales wages and salaries	175,932	204,396
Advertising and exhibitions	79,604	103,185
Salesmans commission	101,421	156,178
Carriage outwards	83,266	106,992
Sales vehicle and travel costs	85,807 	78,203
	526,030	648,954
Administrative expenses	757.050	000.004
Wages and salaries	757,056	823,064
Directors' remuneration	34,000	34,000
Employer's national insurance contributions	109,393	122,354
Staff pension costs	46,097	900
Rent re operating leases	113,000	113,000
Rates	62,126	60,498
Insurance	37,691	35,735
Light and heat	37,134	38,645
Repairs and maintenance	13,365	8,960
Printing, postage and stationery	15,043	13,658
Telephone	21,066	26,379
Travelling expenses	209,539	230,706
Legal and professional fees	30,356	35,977
Accountancy	4,250	7,000
Audit fees	4,000	4,000
Bank charges	13,756	11,051
Bad and doubtful debts	112,806	129,554
Profit/loss on foreign currency	43,392	(97,148)
Sundry expenses	42,272	50,339
Subscriptions	15,990	11,306
Depreciation on freehold property	4,762	4,762
Depreciation on plant and machinery	23,192	28,360
Depreciation on fixtures and fittings	4,880	5,728
Depreciation on motor vehicles	43,660	32,359
Profits/losses on disposal of assets	1,667	
	1,800,493	1,731,187