

**The Actors File Limited**

**Directors' Report and Accounts**

**for the year ended 31 March 1997**

**Registration number 1775878**



**The Actors File Limited**  
**Directors and Officers**

**DIRECTORS**

Angela Rooks  
Jane Nash  
Peter Glancy  
Michael Loughnan  
Laura Cox  
Joanna Phillips-Lane  
Mark Pegg  
Vivienne Moore  
Stacey Charlesworth  
Stephen Ley  
Lawrence Evans  
Caroline Seed

**SECRETARY**

Richard Cherry

**REGISTERED OFFICE**

61-71 Collier Street  
London N1 9BE

**ACCOUNTANT**

Ruth Naftalin  
14 Park Crescent  
London N3 2NJ

**BANKERS**

Co-operative Bank  
PO Box 109  
9 Prescott Street  
London E1 8BY

**The Actors File Limited**  
**Directors' Report**  
**for the year ended 31 March 1997**

The directors present their report and accounts for the year ended 31 March 1997.

**Directors' responsibilities**

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

The directors are responsible for maintaining 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 accounts 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.

**Principal activities**

The company's principal activity during the year continued to be the provision of agency services to actors.

**Directors and directors' interests**

The directors at the balance sheet date and their interests in the share capital of the company were as follows:

	£1 Ordinary shares	
	1997	1996
Angela Rooks	1	1
Jane Nash	1	1
Peter Glancy	1	1
Michael Loughnan	1	1
Laura Cox	1	1
Joanna Phillips-Lane	1	1
Mark Pegg	-	-
Vivienne Moore	1	1
Stacey Charlesworth	1	1
Stephen Ley	1	1
Lawrence Evans	1	1
Caroline Seed	-	-

**Auditors**

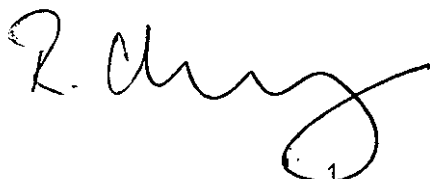
The company has decided not to appoint an auditor

**Small company exemptions**

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

This report was approved by the board on 17 December 1997.

Richard Cherry  
Secretary



**The Actors File Limited**  
**Accountants' Report**

**Accountants' report on the unaudited accounts  
to the directors of the Actors File Limited**

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 31 March 1997, set out on pages 3 to 6, and you consider that the company is exempt from an audit and a report under section 249A(2) of the Companies Act 1985. In accordance with your instructions, I have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to me.



Ruth Naftalin FCA  
14 Park Crescent  
London N3 2NJ

31

December 1997

**The Actors File Limited**  
**Profit and Loss Account**  
**for the year ended 31 March 1997**

	Notes	1997 £	1996 £
Turnover	2	8,740	7,803
Administrative expenses		(10,163)	(8,035)
<b>Operating loss</b>		<u>(1,423)</u>	<u>(232)</u>
<b>Loss on ordinary activities before taxation</b>		<u>(1,423)</u>	<u>(232)</u>
Taxation on ordinary activities		-	
<b>Loss on ordinary activities after taxation</b>		<u>(1,423)</u>	<u>(232)</u>
<b>Retained loss for the year</b>	7	<u>(1,423)</u>	<u>(232)</u>

**Continuing operations**

None of the company's activities were acquired or discontinued during the above two financial years.

**Statement of total recognised gains and losses**

The company has no recognised gains or losses other than the profit for the above two financial years.

**Balance Sheet**  
as at 31 March 1997

	Notes	1997 £	1996 £
<b>Current assets</b>			
Debtors	3	499	1,261
Cash at bank and in hand		680	644
		<u>1,179</u>	<u>1,905</u>
<b>Creditors: amounts falling due within one year</b>	4	(810)	(583)
<b>Net current assets</b>		<u>369</u>	<u>1,322</u>
<b>Total assets less current liabilities</b>		<u>369</u>	<u>1,322</u>
<b>Creditors: amounts falling due after more than one year</b>			
Loans from directors and other			
Loans from co-op members	5	(2,156)	(1,686)
		<u>(1,787)</u>	<u>(364)</u>
<b>Capital and reserves</b>			
Share capital	6	10	10
Profit and loss account	7	(1,797)	(374)
	8	<u>(1,787)</u>	<u>(364)</u>

The directors are satisfied that the company is entitled to exemption under Section 249A(1) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985; and
- (ii) preparing accounts 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 its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this act relating to accounts, so far as applicable to the company.

The directors have taken advantage of the exemptions conferred by Schedule 8 of the Companies Act 1985, on the grounds that the company is entitled to the benefit of those exemptions as a small company.

Director *Jo Phillips-Lewis*      Director *Virginia Moore*  
Approved by the board on 17 December 1997

**The Actors File Limited**  
**Notes to the Accounts**  
**at 31 March 1997**

**1 Accounting policies**

**Accounting convention**

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards.

**Depreciation**

Depreciation was provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life; all equipment is now fully written off.

**2 Turnover**

Turnover, which is stated net of value added tax, represents amounts invoiced to third parties.

**3 Debtors**

	1997 £	1996 £
Trade debtors	342	1,152
Other debtors	157	109
	<u>499</u>	<u>1,261</u>

**4 Creditors: amounts falling due within one year**

	1997 £	1996 £
Accruals	<u>810</u>	<u>583</u>

**5 Creditors: amounts falling due after one year**

	1997 £	1996 £
Directors' loans	946	946
Loans from other co-op members	1,210	740
	<u>2,156</u>	<u>1,686</u>

These loans are interest free and have no fixed repayment date.

**6 Share capital**

	1997 £	1996 £
Authorised:		
Ordinary shares of £1 each	<u>100</u>	<u>100</u>

	1997 No	1996 No	1997 £	1996 £
Allotted, called up and fully paid:				
Ordinary shares of £1 each	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>

**The Actors File Limited**  
**Notes to the Accounts**  
**at 31 March 1997**

<b>7 Profit and loss account</b>	<b>1997</b>	<b>1996</b>
	<b>£</b>	<b>£</b>
Profit and loss account at 1 January	(374)	(142)
Retained loss	(1,423)	(232)
Profit and loss account at 31 March	<u>(1,797)</u>	<u>(374)</u>
 <b>8 Reconciliation of movements in shareholders' funds</b>	 <b>1997</b>	 <b>1996</b>
	<b>£</b>	<b>£</b>
Loss for the financial year	(1,423)	(232)
Share capital	10	10
Shareholders' funds at 1 April	<u>(1,413)</u>	<u>(222)</u>
	(374)	(142)
Shareholders' funds at 31 March	<u>(1,787)</u>	<u>(364)</u>