

Registration Number 1888801

London Property Maintenance (Cleaning) Limited

Director's Report and Financial Statements

for the year ended 31 December 1994

Pritchard Fellows & Co

Registered Auditor and Accountants

**245 Main Road
Sidcup
Kent
DA14 6QS**



London Property Maintenance (Cleaning) Limited

Company Information

Director	M Baldwin
Secretary	City Road Registrars Limited
Company Number	1888801
Registered Office	Ravensbourne House 382 Lee High Road Lee, London SE12 8RW
Auditors	Pritchard Fellows & Co Registered Auditor and Accountants 245 Main Road Sidcup Kent DA14 6QS
Business Address	Ravensbourne House 382 Lee High Road Lee London SE12 8RW
Bankers	National Westminster Bank PLC PO Box No 3202 504 Brixton Road London SW9 8EB

London Property Maintenance (Cleaning) Limited

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L P M Cleaning Limited

**Director's Report
for the year ended 31 December 1994**

The director presents his report and the financial statements for the year ended 31 December 1994.

Principal Activity and Review of the Business

The principal activity of the Company is that of commercial cleaning and supply of cleaning materials.

Results And Dividends

The results for the year are set out on page 4.

It is proposed that the retained profit of £62,871 is transferred to reserves.

Fixed Assets

Full disclosure of all matters relating to fixed assets are set out in notes 8 to 9 of the financial statements.

Director and his Interest

The director who served during the year and his interest in the company are as stated below:

	Class of share	Number of shares	
		1994	1993
Miss D A Wells	Ordinary shares	5	5

Miss D A Wells resigned as director on 9 January 1995 and Mr M Baldwin was appointed director in her place.

Director's Responsibilities

Company law requires the director to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the profit or loss of the company for that year. In preparing these the director is required to:

- select suitable accounting policies and 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 director is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable him to ensure that the financial statements comply with the Companies Act 1985. He is 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.

L P M Cleaning Limited


**Director's Report
for the year ended 31 December 1994**

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Auditors

In accordance with Section 385 of the Companies Act 1985, a resolution proposing that Pritchard Fellows & Co be reappointed as auditors of the company will be put to the Annual General Meeting.

This report was approved by the Board on 31/10/95 and signed on its behalf by

 City Road Registrars Limited
Secretary

London Property Maintenance (Cleaning) Limited
Auditors' Report to the Shareholders of London Property Maintenance (Cleaning) Limited

We have audited the financial statements on pages 4 to 11 which have been prepared under the historical cost convention and the accounting policies set out on page 6.

Respective responsibilities of director and auditors

As described on page 1 the company's director is responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with 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 director in the preparation of the financial statements, and 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.

With the exception of the above, in our opinion the financial statements give a true and fair view of the state of the company's affairs as at the 31 December 1994 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Pritchard Fellows & Co

Registered Auditor and Accountants

245 Main Road
Sidcup
Kent
DA14 6QS

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London Property Maintenance (Cleaning) Limited

**Profit and Loss Account
for the year ended 31 December 1994**

		Continuing operations	
		1994	1993
	Notes	£	£
Turnover	2	1,487,163	1,284,167
Cost of sales		(924,484)	(785,420)
Gross profit		<u>562,679</u>	<u>498,747</u>
Administrative expenses		(475,232)	(416,584)
Operating profit	3	<u>87,447</u>	<u>82,163</u>
Interest receivable and similar income	4	922	1,220
Interest payable and similar charges	5	(3,047)	(1,139)
Profit on ordinary activities before taxation		<u>85,322</u>	<u>82,244</u>
Tax on profit on ordinary activities	7	(22,451)	(19,844)
Retained profit for the year		<u>62,871</u>	<u>62,400</u>
Retained profit brought forward		<u>384,975</u>	<u>322,575</u>
Retained profit carried forward		<u><u>447,846</u></u>	<u><u>384,975</u></u>

There are no recognised gains and losses other than the profit or loss for the year shown above two financial years.

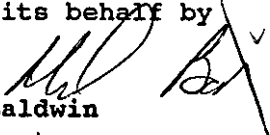
The notes on pages 6 to 11 form an integral part of these financial statements.

London Property Maintenance (Cleaning) Limited

**Balance Sheet
as at 31 December 1994**

	Notes	1994 £	1993 £
Fixed Assets			
Tangible assets	8	129,882	95,882
Investments	9	35,000	35,000
		<u>164,882</u>	<u>130,882</u>
Current Assets			
Debtors	10	517,629	401,289
Cash at bank and in hand		29,646	18,351
		<u>547,275</u>	<u>419,640</u>
Creditors: amounts falling due within one year	11	<u>(233,825)</u>	<u>(162,885)</u>
Net Current Assets		<u>313,450</u>	<u>256,755</u>
Total Assets Less Current Liabilities		<u>478,332</u>	<u>387,637</u>
Creditors: amounts falling due after more than one year	12	<u>(30,386)</u>	<u>(2,562)</u>
Net Assets		<u><u>447,946</u></u>	<u><u>385,075</u></u>
Capital and Reserves			
Called up share capital	13	100	100
Profit and loss account		447,845	384,975
Equity Shareholders' Funds	14	<u><u>447,945</u></u>	<u><u>385,075</u></u>

The financial statements were approved by the Board on 31/10/95 and signed on its behalf by


M Baldwin
Director

The notes on pages 6 to 11 form an integral part of these financial statements.

London Property Maintenance (Cleaning) Limited

**Notes to the Financial Statements
for the year ended 31 December 1994**

1. Accounting Policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

The company has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small company.

1.2 Turnover

Turnover represents the total invoice value, excluding value added tax, of sales during the year.

1.3 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	- 15% Reducing Balance
Motor vehicles	- 25% Reducing Balance

1.4 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 so as to produce constant periodic rates of charge on the net obligations outstanding in each period.

1.5 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

2. Turnover

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the UK.

3. Operating profit

	1994	1993
	£	£
Operating profit is stated after charging:		
Depreciation of tangible assets	25,842	22,346
Hire of plant and machinery	241	234
Auditors' remuneration	6,000	9,000
	<hr/>	<hr/>
and after crediting:		
Profit on disposal of tangible fixed assets	-	3,987
	<hr/>	<hr/>

London Property Maintenance (Cleaning) Limited

**Notes to the Financial Statements
for the year ended 31 December 1994**

4. Interest receivable and similar income	1994	1993
	£	£
Bank interest	922	1,170
Other interest	-	50
	<u>922</u>	<u>1,220</u>

5. Interest payable and similar charges	1994	1993
	£	£
On bank loans and overdrafts	1,666	86
Hire purchase interest	1,381	1,053
	<u>3,047</u>	<u>1,139</u>

6. Employees

Number of employees

The average weekly numbers of employees (including the director) during the year were:

	1994	1993
	Number	Number
Direct Labour	590	570
Administrative	12	12
Management	4	4
	<u>606</u>	<u>586</u>

Employment costs	1994	1993
	£	£
Wages and salaries	937,925	785,877
Social security costs	42,330	37,729
	<u>980,255</u>	<u>823,606</u>

London Property Maintenance (Cleaning) Limited

**Notes to the Financial Statements
for the year ended 31 December 1994**

6.1 Director's emoluments

	1994	1993
	£	£
Remuneration		
Director's emoluments	31,742	29,699
Compensation for loss of office	15,099	-
	<u>46,841</u>	<u>29,699</u>

7. Taxation

	1994	1993
	£	£
UK current year taxation		
UK Corporation Tax at (1993 - 25%)	22,451	19,844
	<u>22,451</u>	<u>19,844</u>

8. Tangible assets

	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£
Cost			
At 1 January 1994	41,520	121,053	162,573
Additions	3,078	56,764	59,842
	<u>44,598</u>	<u>177,817</u>	<u>222,415</u>
Depreciation			
At 1 January 1994	11,328	55,363	66,691
Charge for the year	4,990	20,852	25,842
	<u>16,318</u>	<u>76,215</u>	<u>92,533</u>
Net book values			
At 31 December 1994	28,280	101,602	129,882
	<u>28,280</u>	<u>101,602</u>	<u>129,882</u>
At 31 December 1993	30,192	65,690	95,882
	<u>30,192</u>	<u>65,690</u>	<u>95,882</u>

London Property Maintenance (Cleaning) Limited

**Notes to the Financial Statements
for the year ended 31 December 1994**

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

Asset description	1994		1993	
	Net book value	Depreciation charge	Net book value	Depreciation charge
	£	£	£	£
Motor vehicles	41,830	4,430	10,503	2,148

9. Investments

	Other Unlisted Investments	Total
	£	£
Cost		
At 1 January 1994 & At 31 December 1994	35,000	35,000
Net Book Values		
At 31 December 1994	35,000	35,000
At 31 December 1993	35,000	35,000

10. Debtors

	1994	1993
	£	£
Trade debtors	351,792	208,656
Amount owed by connected companies	132,190	157,429
Other debtors	4,559	29,302
Prepayments and accrued income	29,088	5,902
	517,629	401,289

London Property Maintenance (Cleaning) Limited

**Notes to the Financial Statements
for the year ended 31 December 1994**

11. Creditors: amounts falling due within one year	1994 £	1993 £
Net obligations under finance leases and hire purchase contracts	19,092	3,288
Trade creditors	63,341	46,976
Corporation tax	22,451	19,844
Other taxes and social security costs	53,595	39,265
Accruals and deferred income	75,346	53,512
	<u>233,825</u>	<u>162,885</u>
12. Creditors: amounts falling due after more than one year	1994 £	1993 £
Net obligations under finance leases and hire purchase contracts	30,386	2,562
	<u>30,386</u>	<u>2,562</u>
Net obligations under finance leases and hire purchase contracts repayable between one and five years	30,386	2,562
13. Share capital	1994 £	1993 £
Authorised equity		
100 Ordinary shares of £1 each	100	100
Allotted, called up and fully paid equity		
100 Ordinary shares of £1 each	100	100
14. Reconciliation of movements in shareholders' funds	1994 £	1993 £
Profit for the year	62,871	62,400
Opening shareholders' funds	385,075	322,675
	<u>447,946</u>	<u>385,075</u>

London Property Maintenance (Cleaning) Limited

**Notes to the Financial Statements
for the year ended 31 December 1994**

15. Ultimate parent undertaking

The company regards Meredith Corporation Limited, incorporated in England as its ultimate holding company.