

# **Charles Grimsey Associates Ltd**

**Report and Financial Statements  
For The Fourteen Month Period 31 December 1999**

**(Registered Number: 1893401)**



# **Charles Grimsey Associates Ltd**

## **Report And Financial Statements For The Fourteen Month Period Ended 31 December 1999**

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# **Charles Grimsey Associates Ltd**

## **Report And Financial Statements For The Fourteen Month Period Ended 31 December 1999**

### **Company Information**

#### **Directors:**

C H Roberts-Grimsey

D J Rowe

A M Perrin

#### **Secretary:**

A Appleton

#### **Registered Office:**

Kings Place

Wood Street,

Kingston-Upon-Thames,

Surrey,

KT1 1JY

#### **Bankers**

Barclays Bank plc

PO Box 112

Horsham

West Sussex

RH12 1ZQ

#### **Solicitors**

Allen & Overy

One New Change

London EC4M 9QQ

#### **Auditors**

PricewaterhouseCoopers

1 Embankment Place

London WC2N 6RH

# **Charles Grimsey Associates Ltd**

## **Directors Report For The Fourteen Month Period Ended 31 December 1999**

The directors present their report with the financial statements of the company for the fourteen month period ended 31 December 1999. The comparative period is for the year ended 31 October 1998.

### **Principal Activity**

The principal activity of the company in the year was that of graphic design.

### **Results for the Period**

The profit on ordinary activities after tax amounted to £109,455 (1998: £91,793). The directors do not recommend the payment of a dividend.

### **Review Of Developments and Future Prospects**

The directors are confident that the company is well placed to take advantage of future market opportunities.

### **Dividends**

No dividends will be distributed for the period ended 31 December 1999 (1998: £nil).

### **Directors**

The present Membership of the Board is set out on page 1.

None of the directors had any interests in the share capital of any group company.

### **Year 2000**

The company experienced no disruption or malfunction subsequent to the turn of the year arising from its own computer systems or equipment with embedded date-reliant computer chips.

The lack of disruption from the company's own systems and equipment is attributable to: (i) the analysis of risks carried out in 1999 to determine the impact of the year 2000 problem on our activities; and (ii) the consequential modifications to, or replacement of, hardware and software suspected of harbouring the faulty date-reliant software or computer chips that were carried out during 1999.

### **Introduction of the Euro**

The third stage of European Economic and Monetary Union (EMU) was reached on 1 January 1999 with the introduction of a single currency, the Euro. The company does not trade with parties in countries that entered the common currency system.

# **Charles Grimsey Associates Ltd**

## **Directors' Report** (Continued)

### **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

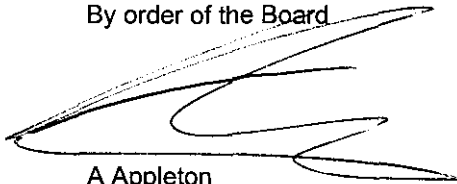
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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**

PricewaterhouseCoopers have expressed their willingness to be reappointed as auditors, and a resolution to do so will be proposed at the Annual General Meeting.

By order of the Board



**A Appleton**  
**Secretary**

4 August 2000

## **Auditors' Report To The Members of Charles Grimsey Associates Ltd**

We have audited the financial statements on pages 6 to 13.

### **Respective Responsibilities Of Directors And Auditors**

The directors are responsible for preparing the Annual Report. As described on page 3 this includes responsible for preparing the financial statements, in accordance with applicable United Kingdom accounting standards. Our responsibilities, as independent auditors, are established in the United Kingdom by statute, the Auditing Practices Board and our profession's ethical guidance.

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 United Kingdom Companies Act. We also report to you if, in our opinion, the directors' report 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 explanation we require for our audit, or if information specified by law regarding directors' remuneration and transactions is not disclosed.

We read the other information contained in the Annual Report and consider the implication for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements..

### **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 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.

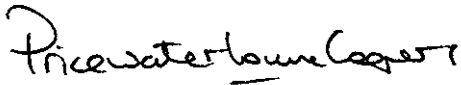
We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Auditors' Report To The Members of Charles Grimsey Associates Ltd**

(Continued)

**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 1999 and of its profit for the fourteen month period then ended and have been properly prepared in accordance with the Companies Act 1985.



**PricewaterhouseCoopers**  
Chartered Accountants  
And Registered Auditors  
London

4 August 2000

## Charles Grimsey Associates Ltd

### Profit And Loss Account For The Fourteen Month Period Ended 31 December 1999

	Notes	14 months Ended 31 December 1999 £	Year ended 31 October 1998 £
Turnover	2	1,535,083	1,229,609
Cost of sales		(1,098,649)	(896,505)
<b>Gross Profit</b>		<b>436,434</b>	<b>333,104</b>
Administrative expenses		(302,976)	(182,080)
Other operating income		133,458 17,677	151,024 13,770
<b>Operating Profit</b>	4	<b>151,135</b>	<b>164,794</b>
Interest receivable and similar income	5	8,226	114
Interest payable and similar charges	6	(410)	(2,912)
<b>Profit On Ordinary Activities Before Taxation</b>		<b>158,951</b>	<b>161,996</b>
Tax on profit on ordinary activities	7	(49,496)	(70,203)
<b>Profit For The Financial Period After Taxation</b>		<b>109,455</b>	<b>91,793</b>
Retained profit brought forward		193,285	101,492
<b>Retained Profit Carried Forward</b>		<b>302,740</b>	<b>193,285</b>

The company has no recognised gains or losses other than the profit for the current year and the loss for the previous period and therefore no separate statement of total recognised gains and losses has been presented.

There is no difference between the profit on ordinary activities before taxation and the retained profit for the year stated above and their historical cost equivalents.

Turnover and operating profit all derive from continuing operations.



# Charles Grimsey Associates Ltd

## Balance Sheet As At 31 December 1999

	Notes	31 December 1999 £	31 October 1998 £
<b>Fixed Assets</b>			
Tangible assets	8	32,126	37,210
<b>Current Assets</b>			
Stocks	9	21,422	5,540
Debtors	10	368,758	339,188
Cash at bank and in hand		137,562	520
Current Assets		527,742	345,248
<b>Creditors: Amounts falling due within one year</b>	11	(257,028)	(189,073)
<b>Net Current Assets</b>		270,714	156,175
<b>Total Assets Less Current Liabilities</b>		302,840	193,385
<b>Net Assets</b>		302,840	193,385
<b>Capital And Reserves</b>			
Called up share capital	12	100	100
Profit and loss account	13	302,740	193,285
<b>Total Equity Shareholder's Funds</b>	17	302,840	193,385

The financial statements on pages 6 to 13 were approved by the Board of Directors on 4 August 2000.

Signed on behalf of the Board of Directors



C H Roberts-Grimsey  
Director

# **Charles Grimsey Associates Ltd**

## **Notes To The Financial Statements For The Fourteen Month Period Ended 31 December 1999**

### **1 Accounting Policies**

#### **Accounting convention**

The financial statements have been prepared under the historical cost convention, the accounting policies set out below and in accordance with applicable accounting standards.

#### **Tangible fixed assets**

Depreciation is provided on cost in equal annual instalments over the estimated useful lives of the assets. The rates of depreciation are as follows:

Office equipment, fixtures and fittings: Between 3 and 10 years

#### **Stocks**

Work in progress is valued at the lower of cost or net realisable value.

Cost includes all direct costs.

#### **Pension costs**

The company makes contributions to a money purchase scheme on behalf of certain employees. The charge against profit is the amount of contributions payable to the pension scheme in respect of the accounting period.

#### **Leases**

Operating lease rentals are charged to income in equal annual amounts over the lease term.

#### **Deferred taxation**

Deferred taxation is provided on timing differences, arising from the different treatment of items for accounts and taxation purposes, which are expected to reverse in the future, calculated at rates at which it is estimated that tax will arise.

### **2 Turnover**

Turnover represents net invoiced sales of goods, excluding value added tax. The turnover and profit before taxation are attributable to the one principle activity of the company. All business is carried out in the UK.

# Charles Grimsey Associates Ltd

## Notes To The Financial Statements

For The Fourteen Month Period Ended 31 December 1999 (Continued)

### 3 Staff Costs

	14 months ended 31 December 1999 £	Year ended 31 October 1998 £
Wages and salaries	245,322	173,524
Social security costs	22,403	17,479
Other pension costs	6,557	5,860
	<b>274,282</b>	<b>196,863</b>
Directors' emoluments	62,665	53,344
Total contributions in respect of money purchase scheme for directors	6,557	4,800

The average monthly number of employees during the period was as follows:

	14 months ended 31 December 1999 No.	Year ended 31 October 1998 No.
Administration	10	9

### 4 Operating Profit

The operating profit is stated after charging:

	14 months ended 31 December 1999 £	Year ended 31 October 1998 £
Rentals under operating leases:		
Hire of plant and machinery	360	8,953
Operating leases – land and buildings	50,367	41,259
Depreciation - owned assets	28,751	32,343
Auditors' remuneration	8,162	10,000

# Charles Grimsey Associates Ltd

## Notes To The Financial Statements

For The Fourteen Month Period Ended 31 December 1999 (Continued)

### 5 Interest Receivable And Similar Income

	14 months ended 31 December 1999 £	Year ended 31 October 1998 £
Interest received	8,226	114

### 6 Interest Payable And Similar Charges

	14 months ended 31 December 1999 £	Year ended 31 October 1998 £
Bank interest	410	2,912

### 7 Taxation

Tax on the profit on ordinary activities for the year was as follows:

	14 months ended 31 December 1999 £	Year Ended 31 October 1998 £
UK Corporation Tax	49,496	57,918
Prior year adjustment for underprovision	-	12,285
	49,496	70,203

UK Corporation Tax was charged at 30.36% (1998- 31.83%).

# Charles Grimsey Associates Ltd

## Notes To The Financial Statements

For The Fourteen Month Period Ended 31 December 1999 (Continued)

### 8 Tangible Fixed Assets

	Fixtures and fittings £
Cost:	
At 1 November 1998	202,172
Additions	23,667
<b>At 31 December 1999</b>	<b>225,839</b>
Depreciation:	
At 1 November 1998	164,962
Charge for period	28,751
<b>At 31 December 1999</b>	<b>193,713</b>
Net Book Amount:	
<b>At 31 December 1999</b>	<b>32,126</b>
At 31 October 1998	37,210

### 9 Stocks

	1999 £	1998 £
Work in progress	21,422	5,540

### 10 Debtors: Amounts Falling Due Within One Year

	1999 £	1998 £
Trade debtors	54,483	309,420
Prepayments	26,049	17,899
Amounts owed by group undertakings	288,226	11,869
	<b>368,758</b>	<b>339,188</b>

# Charles Grimsey Associates Ltd

## Notes To The Financial Statements

For The Fourteen Month Period Ended 31 December 1999 (Continued)

### 11 Creditors: Amounts Falling Due Within One Year

	1999 £	1998 £
Trade creditors	54,000	67,775
Other creditors	19,929	24,968
Taxation and social security	24,227	18,583
Group relief payable	49,496	57,918
Accruals and deferred income	109,376	19,829
	<b>257,028</b>	<b>189,073</b>

### 12 Called Up Share Capital

Authorised:

Number:	Class:	Nominal value:	1999 £	1998 £
1,000	Ordinary	£1	1,000	1,000

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	1999 £	1998 £
100	Ordinary	£1	100	100

### 13 Profit and Loss Account

	1999 £	1998 £
Balance at beginning of period/year	193,285	101,492
Retained profit for the period	109,455	91,793
Balance at end of period/year	<b>302,740</b>	<b>193,285</b>

### 14 Contingent Liabilities

A cross guarantee dated October 1997 exists between the company, Crystal International Travel Group Limited, Crystal Holidays Limited and Crystal Dial Limited. The bank accounts to which the cross guarantee relates were in surplus as at 31 December 1999.

### 15 Capital Commitments

There was no capital expenditure contracted but not provided for in the financial statements at 31 December 1999 or 31 October 1998.

# Charles Grimsey Associates Ltd

## Notes To The Financial Statements

For The Fourteen Month Period Ended 31 December 1999 (Continued)

### 16 Other Financial Commitments

#### Operating lease commitments

At 31 December 1999 the company was committed to making the following payments during the next year in respect of operating leases:

	Land and buildings
Leases which expire:	
After five years	45,000
	<hr/> 40,000

### 17 Reconciliation Of Movements In Shareholder's Funds

	1999 £	1998 £
Profit for the financial period/year	109,455	91,793
Opening shareholder's funds	193,385	101,592
Closing Shareholder's Funds	<hr/> 302,840	<hr/> 193,385

### 18 Ultimate Parent Company

Within the meaning of the Companies Act 1985, the company's immediate parent undertaking is Crystal International Travel Group Limited. Thomson Travel Group plc ('TTG') is the company's ultimate parent undertaking and is incorporated in England and Wales.

TTG is the parent undertaking of the smallest and largest group to consolidate these financial statements. Copies of the TTG annual report are available by writing to the Company Secretary, Greater London House, Hampstead Road, London, NW1 7SD.

### 19 Cashflow Statement and Related Party Transactions

The Company is a wholly owned subsidiary of Thomson Travel Group plc ('TTG') and is included in the consolidated financial statements of TTG which are publicly available. Consequently the company has taken advantage of the exemption available from preparing a cash flow statement under the terms of Financial Reporting Standard 1. The company is also exempt under the terms of Financial Reporting Standard 8 from disclosing related party transactions with entities that are part of TTG.