ABBREVIATED ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2001

A50 \*AM12 COMPANIES HOUSE 0619 28/06/02

### CONTENTS

Directors' report	<b>Page</b> 1 - 2
Auditors' report	3
Abbreviated profit and loss account	4
Statement of total recognised gains and losses	5
Abbreviated balance sheet	6
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Cash flow statement	7
Notes to the cash flow statement	8
Notes to the abbreviated accounts	9 - 17

## DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2001

The directors present their report and financial statements for the year ended 31 December 2001.

#### Principal activities and review of the business

The principal activity of the company continued to be that of the manufacture of teaching and presentation equipment.

The results for the year and the financial position at the year end were considered satisfactory by the directors who expect continued growth in the foreseeable future.

The land and buildings owned by the company were sold during the year to Teacherboards (1985) Limited Pension Plan for a consideration of £284,000.

#### Results and dividends

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

The directors recommend payment of a final dividend amounting to £60,000.

10,000 ordinary £1 shares have been repurchased for a cash consideration of £290,000.

#### **Directors**

The following directors have held office since 1 January 2001:

E. R. Raczkowski

J. Whewell

#### **Directors' interests**

The directors' interests in the shares of the company were as stated below:

		shares of £ 1 each
	31 December 2001	1 January 2001
E. R. Raczkowski	19,800	19,800
J. Whewell	5,000	5,000

#### **Auditors**

In accordance with section 385 of the Companies Act 1985, a resolution proposing that Auker Rhodes be reappointed as auditors of the company will be put to the Annual General Meeting.

## DIRECTORS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2001

#### 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.

On behalf of the board

J. Whewell

Director

17 June 2002

## INDEPENDENT AUDITORS' REPORT TO TEACHERBOARDS (1985) LIMITED UNDER SECTION 247B OF THE COMPANIES ACT 1985

We have examined the abbreviated accounts set out on pages 4 to 17, together with the financial statements of the company for the year ended 31 December 2001 prepared under section 226 of the Companies Act 1985.

#### Respective responsibilities of directors and auditors

The directors are responsible for preparing the abbreviated accounts in accordance with section 246A of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with section 246A(3) of the Act to the Registrar of Companies and whether the accounts to be delivered are properly prepared in accordance with that provision and to report our opinion to you.

#### Basis of opinion

We have carried out the procedures we considered necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared. The scope of our work for the purpose of this report did not include examining or dealing with events after the date of our report on the financial statements.

#### Opinion

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with section 246A(3) of the Companies Act 1985, and the abbreviated accounts on pages 4 to 17 are properly prepared in accordance with that provision.

**Auker Rhodes** 

Chartered Accountants

Ale Abodes.

Registered Auditor

17 June 2002

Royd House 286 Manningham Lane

Bradford

BD8 7BP

# ABBREVIATED PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2001

		2001	2000
	Notes	£	£
Gross profit		1,561,743	1,359,562
Production costs		(48,258)	(37,461)
Distribution costs		(187,016)	(145,783)
Administrative expenses		(1,087,407)	(1,021,374)
Other operating income		12,002	28,950
Operating profit	2	251,064	183,894
Other interest receivable and similar income		397	-
Interest payable and similar charges	3	(7,993)	(10,468)
Profit on ordinary activities before		<u> </u>	
taxation		243,468	173,426
Tax on profit on ordinary activities	4	(56,461)	(28,533)
Profit on ordinary activities after		,— <u>,—,—</u> ———————————————————————————————	
taxation		187,007	144,893
Dividends	5	(60,000)	(40,000)
Retained profit for the year	13	127,007	104,893

# STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES FOR THE YEAR ENDED 31 DECEMBER 2001

	2001 £	2000 £
Profit for the financial year	187,007	144,893
Unrealised (deficit)/surplus on revaluation of properties	-	55,940
Total recognised gains and losses relating to the year	187,007	200,833
Note of historical cost profits and losses	2001	2000
	£	£
Reported profit on ordinary activities before taxation	243,468	173,426
Realisation of property revaluation gains of previous years Difference between an historical cost depreciation charge and the actual depreciation charge of the year calculated on the	55,690	-
revalued amount	250	
Historical cost profit on ordinary activities before taxation	299,408	173,426
Historical cost profit for the year retained after taxation, extraordinary items and dividends	182,947	104,893

## BALANCE SHEET AS AT 31 DECEMBER 2001

		200	2001		00
	Notes	£	£	£	£
Fixed assets					
Tangible assets	7		119,901		375,270
Current assets	-				
Stocks	8	517,791		398,119	
Debtors	9	494,137		376,983	
Cash at bank and in hand		314,887		342,937	
				·	
		1,326,815		1,118,039	
Creditors: amounts falling due within					
one year	10	(922,901)		(809,055)	
Net current assets			403,914		308,984
Total assets less current liabilities			523,815		684,254
Creditors: amounts falling due after more than one year	11		(40.054)		/4.964
more than one year	11		(10,951)		(4,864
<b>Provisions for liabilities and charges</b> Deferred tax liability	12		-		(3,533
,			512,864		675,857
					-
Capital and reserves					
Called up share capital	13		30,000		40,000
Revaluation reserve	14		-		55,940
Other reserves	14		10,000		-
Profit and loss account	14		472,864		579,917
Shareholders' funds - equity interests	15		512,864		675,857
			————		

These abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to medium-sized companies.

The financial statements were approved by the Board on 17 June 2002

E. R. Raczkowski

Director

J. Whewell Director

# CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2001

		2001 £		2000 £
Net cash inflow from operating activities		138,330		562,036
Returns on investments and servicing of finance				
Interest received	397		-	
Interest paid	(1,639)		(5,968)	
Net cash outflow for returns on investments				
and servicing of finance		(1,242)		(5,968)
Taxation		(32,712)		(34,667)
Capital expenditure				
Payments to acquire tangible assets	(63,302)		(102,850)	
Receipts from sales of tangible assets	306,500		79,000	
Net cash inflow/(outflow) for capital				
expenditure		243,198		(23,850)
Equity dividends paid		-		(40,000)
Net cash inflow before management of liquid		<del></del>		
resources and financing		347,574		457,551
Financing				
Purchase of own shares	(290,000)		-	
Repayment of long term bank loan	(2,704)		(45,000)	
Repayment of other short term loans	(66,000)		-	
Capital element of hire purchase contracts	(16,920)		(54,224)	
Net cash outflow from financing		(375,624)		(99,224)
(Decrease)/increase in cash in the year		(28,050)		358,327

# NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2001

· - ·	cash inflow from op	perating	2001	2000
			£	£
Operating profit			251,064	183,894
Depreciation of tangible assets			55,220	45,399
Profit on disposal of tangible assets			(3,687)	(2,358)
(Increase)/decrease in stocks			(119,672)	140,001
(Increase)/decrease in debtors			(116,254)	39,463
Increase in creditors within one year			71,659	155,637
Net cash inflow from operating activitie	es		138,330	562,036
Analysis of net funds	1 January 2001	Cash flow	Other non- cash changes	31 December 2001
	£	£	£	£
	242.027	(20 050)		21/ 907
Cash at pank and in hand	342,937	(20,000)		314,887 ————
	342,937	(28,050)	-	314,887
Debt:				
Finance leases	(7,656)	16,920	(39,362)	(30,098)
Debts falling due within one year	(66,000)	66,000	-	-
Debts falling due after one year	(2,704)	2,704	-	-
Net funds	266,577	57,574	(39,362)	284,789
Reconciliation of net cash flow to move	ement in net funds		2001 £	2000 £
(Decrease)/increase in cash in the year			(28,050)	358,327
	ease financing		46,262	93,669
Movement in net funds in the year			18,212	451,996
Opening net funds/(debt)			266,577	(185,419
Closing net funds			284,789	266,577
	Operating profit Depreciation of tangible assets Profit on disposal of tangible assets (Increase)/decrease in stocks (Increase)/decrease in debtors Increase in creditors within one year  Net cash inflow from operating activities  Analysis of net funds  Net cash: Cash at bank and in hand  Debt: Finance leases Debts falling due within one year Debts falling due after one year  Net funds  Reconciliation of net cash flow to mov  (Decrease)/increase in cash in the year Cash outflow from decrease in debt and I  Movement in net funds in the year Opening net funds/(debt)	Operating profit Depreciation of tangible assets Profit on disposal of tangible assets (Increase)/decrease in stocks (Increase)/decrease in debtors Increase in creditors within one year  Net cash inflow from operating activities  Analysis of net funds  1 January 2001  Lead of the cash: Cash at bank and in hand  242,937  Debt: Finance leases Finance leases Debts falling due within one year Debts falling due after one year  Reconciliation of net cash flow to movement in net funds  (Decrease)/increase in cash in the year Cash outflow from decrease in debt and lease financing  Movement in net funds in the year Opening net funds/(debt)	Operating profit Depreciation of tangible assets Profit on disposal of tangible assets (Increase)/decrease in stocks (Increase)/decrease in debtors Increase in creditors within one year  Net cash inflow from operating activities  Analysis of net funds  1 January 2001 Cash flow  £ £ £ Net cash: Cash at bank and in hand 342,937 (28,050)  Debt: Finance leases (7,656) 16,920 Debts falling due within one year (66,000) Debts falling due after one year (2,704) 2,704  Net funds  Cecrease)/increase in cash in the year Cash outflow from decrease in debt and lease financing  Movement in net funds in the year Opening net funds/(debt)	### Comment in net funds in the year Copening net funds in the year 18,212 Copening net funds/(debt) cases in 4,367 Cases in 4,367 Cases in debt and lease financing in the year 266,577 Copening net funds/(debt) cases in 4,367 Cases in 4,3

## NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2001

#### 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 accounting standards.

#### 1.3 Turnover

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

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets 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:

Freehold buildings	2%	Straight line
Plant and machinery	25%	Straight line
Fixtures, fittings & equipment	25%	Straight line
Motor vehicles	25%	Straight line

#### 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 so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

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.

The pension costs charged in the financial statements represent the contributions payable by the company during the year in accordance with SSAP 24.

#### 1.7 Deferred taxation

Deferred taxation is provided at appropriate rates on all timing differences using the liability method only to the extent that, in the opinion of the directors, there is a reasonable probability that a liability or asset will crystallise in the foreseeable future.

#### 1.8 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	Operating profit	2001	2000
		£	£
	Operating profit is stated after charging:		
	Depreciation of tangible assets	55,220	45,399
	Operating lease rentals	72,242	57,244
	Auditors' remuneration	12,698	8,743
	Loss/(Profit ) on foreign currency	103	(2,661)
3	Interest payable	2001	2000
J	interest payable	£	£
	On bank loans and overdrafts	-	1
	On other loans wholly repayable within 5 years	6,354	7,083
	Hire purchase interest	1,639	3,384
		7,993 ———	10,468
4	Taxation	2001	2000
		£	£
	Domestic current year taxation		
	U.K. corporation tax	59,994	31,812
	Deferred taxation	(3,533)	(3,279)
		56,461 ———	28,533
5	Dividends	2001	2000
J		£	£
	Ordinary interim paid	-	40,000
	Ordinary final proposed	60,000	
		60,000	40,000

# NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2001

6	Tangible fixed assets					
		Freehold buildings	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
		£	£	£	£	£
	Cost					
	At 1 January 2001	270,000	100,498	195,402	50,281	616,181
	Additions	14,779	19,713	15,911	52,261	102,664
	Disposals	(284,779)	-	-	(32,090)	(316,869)
	At 31 December 2001		120,211	211,313	70,452	401,976
	Depreciation	<del></del>			<del></del>	<u></u>
	At 1 January 2001	-	87,554	129,961	23,396	240,911
	On disposals	(1,750)	-	-	(12,306)	(14,056)
	Charge for the year	1,750	9,818	30,577	13,075	55,220
	At 31 December 2001	-	97,372	160,538	24,165	282,075
	Net book value					
	At 31 December 2001	-	22,839	50,775	46,287	119,901
	At 31 December 2000	270,000	12,944	65,441	26,885	375,270
					=======================================	

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

	Motor vehicles
	£
Net book values	20.690
At 31 December 2001	39,680
At 31 December 2000	15,648
Depreciation charge for the year	
31 December 2001	10,360
31 December 2000	706

## NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2001

7	Stocks and work in progress	2001	2000
		£	£
	Raw materials and consumables	346,061	368,741
	Work in progress	94,834	1,768
	Finished goods and goods for resale	76,896	27,610
		517,791	398,119
8	Debtors	2001	2000
		£	£
	Trade debtors	458,363	357,003
	Corporation tax	900	-
	Other debtors	2,045	1,120
	Prepayments and accrued income	32,829	18,860
		494,137	376,983
		**************************************	<del></del>
9	Creditors: amounts falling due within one year	2001	2000
		£	£
	Bank loans and overdrafts	-	66,000
	Net obligations under hire purchase contracts	19,147	5,496
	Trade creditors	370,561	319,649
	Corporation tax	59,994	31,812
	Other taxes and social security costs	204,243	190,275
	Directors' current accounts	163,200	155,600
	Accruals and deferred income	45,756	40,223
	Proposed dividend	60,000	
		922,901	809,055
		<del>7 </del>	

The aggregate amount of creditors for which security has been given amounted to £30,098 (2000-£76,360).

Net obligations under finance lease and hire purchase contracts are secured by fixed charges on the assets concerned.

Cr	editors: amounts falling due after more than one year	2001 £	2000 £
Ba	ank loans	-	2,704
Ne	et obligations under hire purchase contracts	10,951	2,160
		10,951	4,864
Aı	nalysis of loans		
W	holly repayable within five years	-	68,704
		-	68,704
In	cluded in current liabilities	-	(66,000)
		-	2,704
Lo	oan maturity analysis		
ln	more than one year but not more than two years		2,704
N	et obligations under hire purchase contracts		
R	lepayable within one year	19,147	5,496
R	lepayable between one and five years	10,951	2,160
		30,098	7,656
ln	ncluded in liabilities falling due within one year	(19,147)	(5,496)
		10,951	2,160

11	Provisions for liabilities and charges		
			Deferred taxation
			£
	Balance at 1 January 2001 Profit and loss account		3,533
	From and ioss account		(3,533)
	Balance at 31 December 2001		-
	Deferred taxation provided in the financial statements is as follows:		
		2001	2000
		£	£
	Accelerated capital allowances		2 523
	Accelerated capital allowances	<del>-</del>	3,533
	Unprovided deferred tax amounted to £nil (2000-£7,222).		
12	Share capital	2001	2000
	·	£	£
	Authorised	100.000	400.000
	100,000 Ordinary shares of £ 1 each	100,000	100,000
	Allotted, called up and fully paid		40.00-
	30,000 Ordinary shares of £ 1 each	30,000	40,000

13	Statement of movements on reserves			
		Revaluation reserve	Other reserves (see below)	Profit and loss account
		£	£	£
	Balance at 1 January 2001	55,940	-	579,917
	Retained profit for the year	-	-	127,007
	Purchase of own shares	-	-	(290,000)
	Depreciation written back	(55,940)	-	55,940
	Movement during the year	-	10,000	-
	Balance at 31 December 2001	-	10,000	472,864
	Other reserves			
	Capital redemption reserve			
	Capital redemption reserve movement		10,000	
			<del> </del>	
	Balance at 31 December 2001		10,000	
	The revaluation reserve was cleared at the year end as the	revalued asset w	as sold.	
14	Reconciliation of movements in shareholders' funds		2001	2000
			£	£
	Profit for the financial year		187,007	144,893
	Dividends		(60,000)	(40,000)
			127,007	104,893
	Other recognised gains and losses		-	55,940
	Purchase of own shares		(290,000)	, -
	Net (depletion in)/addition to shareholders' funds		(162,993)	160,833
	Opening shareholders' funds		675,857	515,024
	Closing shareholders' funds		512,864	675,857
	-			

## NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2001

#### 15 Financial commitments

At 31 December 2001 the company had annual commitments under non-cancellable operating leases as follows:

		Land and 2001	d buildings 2000 £	2001 £	Other 2000 £
	Expiry date: Within one year Between two and five years In over five years	- - 56,440	- - 56,440	4,797 - -	- 10,964 -
		56,440	56,440	4,797	10,964
16	Directors' emoluments			2001 £	2000 £
	Emoluments for qualifying services			412,664	417,435
	The number of directors for whom retirement benefits are accruing under money purchase pension schemes amounted to 2 (2000 - 2).				
	Emoluments disclosed above include the fol highest paid director:	llowing amounts	paid to the		
	Emoluments for qualifying services			306,452	366,605

#### 17 Transactions with directors

At 31 December 2001, the company owed its directors, E R Raczkowski and J. Whewell, £129,960 and £33,240 respectfully.

## NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2001

#### 18 Employees

#### Number of employees

The average monthly number of employees (including directors) during the vear was:

year was:	2001 Number	2000 Number
Manufacturing and administration	40	37
Employment costs	£	£
Wages and salaries Social security costs	1,058,583 69,794	976,261 61,091
	1,128,377	1,037,352

#### 19 Control

The ultimate controlling party is Mr E Raczkowski the majority shareholder and a director of the company.

#### 20 Related party transactions

The company was charged rent of £70,645 (2000-£57,244) by Teacherboards (1985) Limited Pension Plan in respect of the premises at Airedale Business Centre, Skipton. At the year end the company owed £36,562 (2000-£21,750) to Teacherboards (1985) Limited Pension Plan in respect of those rents. During the year Teacherboards (1985) Limited repurchased 10,000 shares from Teacherboards (1985) Limited Pension Plan for £290,000. It also sold the premises at Airedale Business Centre for £284,000 to the pension plan at the same time.