Signed

BUDGET WINDOWS LIMITED
Company No. 2058629

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST DECEMBER 1998



### COMPANY INFORMATION

DIRECTORS:

Mr. A.J. Percy Mr. C.J. Percy

SECRETARY:

Mr. C.J. Percy

REGISTERED OFFICE:

The Gatehouse, Harper Lane, Shenley, Herts. WD7 9HL

BANKERS:

National Westminster Bank Plc., P.O. Box 490, 84 Watling Street, Radlett, Herts. WD7 7HG

REPORTING ACCOUNTANTS:

Fenlon & Co., 25 Sandridge Road, St. Albans, Herts. ALl 4AE

## REPORT OF THE DIRECTORS

The directors have pleasure in presenting their report and financial statements for the year ended 31st December 1998.

# PRINCIPAL ACTIVITY AND BUSINESS REVIEW

The principal activity of the company throughout the year was that of window installers.

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.

### RESULTS AND DIVIDEND

The results of the company for the year are set out on Page 4.

The directors do not recommend the payment of a dividend.

## DIRECTORS AND THEIR INTERESTS

	Ordinary Shares o	f £1 Each
Mw A I Dave	31/12/98	1/1/98
Mr. A.J. Percy Mr. C.J. Percy	40 50	40 50

### CASHFLOW STATEMENT

In the opinion of the directors the company qualifies as a small company and as such no cashflow statement has been prepared.

### **EXEMPTION STATEMENT**

The directors have decided to take advantage of the provisions of Section 249A of the Companies Act 1985 and therefore an audit has not been carried out for the year under review.

By Order of the Board

C.J. Percy Secretary

23rd April 1999

# STATEMENT OF DIRECTORS RESPONSIBILITIES

We are required under company law to prepare financial accounts 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 accounts we are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial accounts;
- prepare the financial accounts 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 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.

BY ORDER OF THE BOARD

# ACCOUNTANTS REPORT TO THE SHAREHOLDERS

We have examined, without carrying out an audit, the Accounts for the year ended 31st December 1998 set out on Pages 4 to 9.

# RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND REPORTING ACCOUNTANTS

As described on Page 2, the company's directors are responsible for the preparation of the Accounts, and they believe that the company is exempt from an audit. It is our opinion, as set out below, to the shareholders.

### BASIS OF OPINION

We conducted our examination in accordance with the appropriate standards for reporting Accountants issued by the Auditing Practices Board. This examination, consisted of comparing the Accounts with the accounting records kept by the company and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report.

The examination was not an audit conducted in accordance with Auditing Standards. Accordingly, we do not express an audit opinion on the Accounts. Therefore our examination does not provide any assurance that the accounting records and the Accounts are free from material misstatement.

### OPINION

In our opinion:-

- (a) The accounts are in agreement with the accounting records kept by the company under Section 221 of the Companies Act 1985;
- (b) Having regard only to, and on the basis of, the information contained in those accounting records:-
  - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in Section 249C(6) of the Act; and
  - (ii) the company satisfied the conditions for exemption from an audit of the accounts for the period specified in Section 249A(4) of the Act and did not at any time within that period, fall within any of the categories of the companies not entitled to the exemption specified in Section 249B(1).

Ferlon & Co

Fenlon & Co., Certified Accountants, 25 Sandridge Road, St. Albans, Herts. AL1 4AE

23rd April 1999

# PROFIT AND LOSS ACCOUNT

# FOR THE YEAR ENDED 31ST DECEMBER 1998

	Notes	1998 £	1997 £
TURNOVER	2	211,139	250,263
Cost of Sales		( <u>142,051</u> )	( <u>175,978</u> )
GROSS PROFIT		69,088	74,285
Administrative Expenses		(55,976)	(65,392)
OPERATING PROFIT	3	13,112	8,893
Interest Payable & Similar Charges	4	(2,670)	(3,629)
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		10,442	5,264
Taxation			box
RETAINED PROFIT TRANSFERRED TO RESERVES	12	10,442	5,264

All amounts relate to continuing activities.

There are no recognised gains or losses in the year other than the profit for the year.

# BUDGET WINDOWS LIMITED BALANCE SHEET AT 31ST DECEMBER 1998

	Notes	<del>-</del>	1998 £	- £	1997 £
FIXED ASSETS				-	7.
Tangible Fixed Assets	6		3,288		8,870
CURRENT ASSETS					,
Stock & Work in Progress Debtors	7 8	6,611 9,486		6,804 19,508	
CREDITORS: Amounts Falling Due Within One Year	9	16,097 (46,123)		26,312	
NET CURRENT (LIABILITIES)	<i>J</i>	(40,123)		(65,464)	
TOTAL ASSETS LESS CURRENT LIABILITIES			(30,026) $(26,738)$		(39,152) $(30,282)$
CREDITORS: Amounts Falling Due After More Than One Year	10				(6,898)
			(26,738)		(37,180)
CAPITAL AND RESERVES			<del></del>		====
Called Up Share Capital Profit & Loss Account Shareholders' Funds	12 12		100 ( <u>26,838</u> ) (26,738)		100 ( <u>37,280</u> ) (37,180)

The Directors confirm that:-

- (a) for the year in question the company was entitled to exemption under subsection (2) of Section 249A of the Companies Act 1985,
- (b) no notice has been deposited under Section 249B(2) in relation to its accounts for the financial year, and
- (c) they acknowledge their responsibilities for:-
  - (i) ensuring that the company keeps accounting records which comply with Section 221, 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,
  - and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

Approved by the Board on 23rd April 1999

Mr. A.J. Percy

Mr. C.J. Percy

Directors

# BUDGET WINDOWS LIMITED NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 1998

### 1. PRINCIPAL ACCOUNTING POLICIES

### Accounting Basis and Standards

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

# Basis of Preparing the Financial Statements

The financial statements have been prepared on a going concern basis. At the Balance Sheet date the company had net current liabilities of £30,026. However, its unaudited accounts for the ensuing period show that it is continuing to fund its activities by meeting its day to day working capital requirements through overdraft facilities and taking advantage of the credit period offered by its creditors. The Directors believe that the company is able to continue to trade on this basis for the foreseeable future.

### Turnover

Turnover represents the invoiced value of goods sold and services provided net of Value Added Tax.

### Depreciation

Depreciation on fixed assets is provided at rates estimated to write off the cost or revalued amounts, less estimated residual value, of each asset over its expected useful life as follows:-

Motor Vehicles - 25% Reducing Balance Fixtures and Fittings - 20% Reducing Balance

#### Stocks

Stocks are stated at the lower of cost and net realisable value. Cost includes all direct costs incurred in bringing the stocks to their present location and condition, including where appropriate, a proportion of manufacturing overheads.

### Deferred Taxation

Deferred tax is accounted for under the liability method in respect of the taxation effects of all timing differences which are expected to reverse in the future, calculated at the rate at which it is estimated that tax will be payable.

### Pension Scheme Arrangements

The company operates a pension scheme for the benefit of its employees. The company makes contributions to a defined contribution scheme, the assets of the scheme being held separately from the assets of the company. The pension cost charge represents contributions payable to the scheme.

#### Leased Assets

Assets held under finance leases and hire purchase contracts are capitalised in the Balance Sheet and depreciated over their expected useful lives. The interest element of the rental obligations is charged to the Profit and Loss Account over the period of the lease (and represents a constant proportion of the balance of capital repayments oustanding). Rentals paid under operating leases are charged to income on a straight-line basis over the lease term.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 1998

### 2. TURNOVER

Turnover is attributable to the one principal activity of the company which arose wholly in the United Kingdom.

		1998 £	1997 £
3.	OPERATING PROFIT		
	The operating profit is stated after charging:-		
	Directors Remuneration Depreciation - Owned Tangible Fixed Assets Depreciation - Assets Held Under Finance Leases (Profit)/Loss on Disposal of Assets Operating Lease Rentals - Motor Vehicles	21,600 822 - (841) 3,731	23,700 1,045 1,653 631 3,102
4.	INTEREST PAYABLE AND SIMILAR CHARGES		
	Hire Purchase Interest Bank Interest	511 2,159 2,670	696 2,933 3,629
5.	DIRECTORS AND EMPLOYEES		
	Staff costs during the year were as follows:-		
	Wages and Salaries Social Security Costs Other Pension Costs - Defined Contributions Scheme	24,394 2,150	28,927 2,088
		3,100	3,200
		29,644 ———	34,215

The average weekly number of persons employed by the company, including directors, during the year was 3 (1997: 3). Due to the size of the company there is no formal classification of duties.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR EMPER 21ST RECEMBER 100

### FOR THE YEAR ENDED 31ST DECEMBER 1998

Fixtures & Fittings	Motor Vehicles £	Total £
7,020 999 -	22,315 - (22,315)	29,335 999 (22,315)
8,019		8,019
3,909 822 -	16,556  (16,556)	20,465 822 (16,556)
4,731	**	4,731
3,288	-	3,288
3,111	5,759	8,870
	7,020 999 - 8,019 3,909 822 - 4,731	Fittings         Vehicles           £         £           7,020         22,315           999         -           -         (22,315)           8,019         -           3,909         16,556           822         -           -         (16,556)           4,731         -           3,288         -

The net book value of fixed assets includes an amount of £Nil (1997: £4,959) in respect of assets held under hire purchase contracts.

7.	STOCK & WORK IN PROGRESS	1998 £	1997 £
	Finished Goods & Consumables Work in Progress	4,611 2,000 6,611	6,804
8.	DEBTORS		<del></del>
	Trade Debtors Other Debtors Prepayments & Accrued Income	5,989 3,090 <u>407</u> 9,486	14,084 4,769 655 19,508
9.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	<del></del>	
	Bank Loans & Overdrafts Trade Creditors Social Security & Other Taxes Other Creditors Hire Purchase Creditor Accruals & Deferred Income	17,144 8,234 13,994 4,860 - 1,891 46,123	20,988 14,228 15,412 11,845 1,591 1,400 65,464

The bank overdraft is secured by a legal mortgage over a freehold property owned by A.J. Percy, a director of the company.

# BUDGET WINDOWS LIMITED NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 1998

		·	1998 £	1997 £
10.	CRE	DITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR		
		k Loans e Purchase Creditor		1,556 5,342 6,898
11.	FUT	URE FINANCIAL COMMITMENTS		
	(a)	Operating Leases		
		At 31st December 1998, the company had annual commitments under operating leases as set out below:-		
		Operating Leases which expire within one year	3,102	_
		Operating Leases which expire in the second to fifth year	1,887	3,102
	(b)	Finance Leases and Hire Purchase Contracts		
		Hire Purchase Contracts in respect of a motor vehicle are analysed as follows:-		
		Due Within One Year (Note 9) Due After More Than One Year (Note 10)		1,591 5,342 6,933
12.	SHAR	EHOLDERS FUNDS	<del></del>	<del></del>
		eginning of Year it for the Year	(37,180) 10,442	(42,444) _5,264
	At E	nd of Year	(26,738)	
	The	share capital comprises:-		<del></del>
	Auth	orised:		
	10,0	00 Ordinary Shares of £1 Each	10,000	10,000
		ed Up, Allotted and Fully Paid		
	100 (	Ordinary Shares of £1 Each	100	100
13.	CONTI	ROLLING PARTY		

# 13. <u>CONTROLLING PARTY</u>

The company is controlled by Mr. A.J. Percy and Mr. C.J. Percy by virtue of their shareholding.