

OXFORD
BROOKES
UNIVERSITY



OXFORD BROOKES ENTERPRISES LIMITED

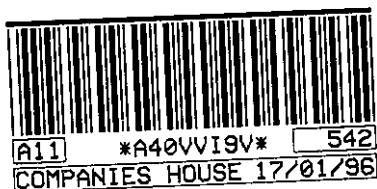
ANNUAL REPORT

YEAR ENDED 31 JULY 1995

Registered Number: 2299189

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OXFORD BROOKES ENTERPRISES LIMITED

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OXFORD BROOKES ENTERPRISES LIMITED

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 JULY 1995

1. The Directors present their report and the audited financial statements for the year ended 31 July 1995.

2. **Principal Activities and Business Review**

The principal activities of the Company consist of the provision of conference facilities, consultancy services and the supply of energy.

Both the level of business and the year end financial position were satisfactory, and the Directors expect that the present level of activity will be sustained for the foreseeable future. All taxable profits of the Company are covenanted to Oxford Brookes University.

During the year the Company continued to supply its parent organisation, the University, with energy. The University prepaid the Company in March 1994 for this energy which is the reason for the level of creditors and bank balances. The Company is able to recover Value Added Tax on its energy purchases.

The profit and loss account for the year is set out on page 7.

3. **Dividends**

The Directors do not recommend the payment of a dividend.

4. **Fixed Assets**

The movements in fixed assets are set out in note 9 to the financial statements.

5. **Directors**

The Directors of the Company at 31 July 1995, all of whom were Directors for the whole of the year ended on that date, were:

Dr. C. Booth
J. R. Bradshaw
S. K. Dexter
B. J. Summers.

OXFORD BROOKES ENTERPRISES LIMITED

6. Directors' Interests in Shares of the Company

None of the Directors held any beneficial interests in shares of the Company at 31 July 1995 or 31 July 1994.

7. Directors' Interests in Contracts

None of the Directors had a material interest in any contract of significance to which the Company was a party during the year.

8. Political and Charitable Contributions

Other than the payment made under a deed of covenant to Oxford Brookes University amounting to £196,343 (1994: £245,240) the Company made no political or charitable donations during the year.

9. Employees

Oxford Brookes University maintains insurance for its subsidiary and associated Company Directors in respect of their duties as Directors of those companies.

10. Close Company

As far as the Directors are aware the Close Company provisions of the Income and Corporation Taxes Act 1988 do not apply to the Company. There has been no change in this respect since the end of the Financial Year.

11. Directors' responsibilities

The Directors are required by UK Company Law to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the Company as at the end of the financial year and of the profit or loss of the Company for that period.

The Directors confirm that suitable accounting policies have been used and applied consistently and reasonable and prudent judgements and estimates have been made in the preparation of the financial statements for the year ended 31 July 1995. The Directors also confirm that applicable accounting standards have been followed and that the financial statements have been prepared on the going concern basis.

The Directors are responsible for keeping proper accounting records, for taking reasonable steps to safeguard the assets of the Company and to prevent and detect fraud and other irregularities.

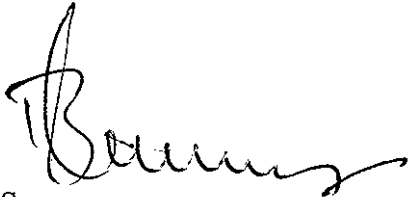
OXFORD BROOKES ENTERPRISES LIMITED

12. Auditors

After six years with the same firm of auditors the Univerity put its audit out to tender as part of its normal purchasing procedures.

The present Auditors, Coopers & Lybrand, will retire at the Annual General Meeting. A resolution to appoint Price Waterhouse in their place will be proposed.

BY ORDER OF THE BOARD

A handwritten signature in dark ink, appearing to read 'B. J. Summers', written over the typed name.

B. J. Summers
COMPANY SECRETARY

24 November 1995

OXFORD BROOKES ENTERPRISES LIMITED

REPORT OF THE AUDITORS TO THE MEMBERS OF OXFORD BROOKES ENTERPRISES LIMITED

We have audited the financial statements on pages 7 to 17.

Respective responsibilities of Directors and Auditors

As described on page 4 the Company's Directors are 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.

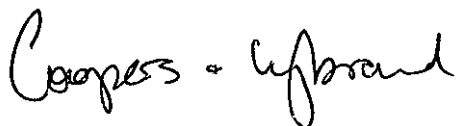
Basis of opinion

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 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.

Opinion

In our opinion the financial statements give a true and fair view of the state of the Company's affairs at 31 July 1995 and of its loss for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Coopers & Lybrand
Chartered Accountants and Registered Auditors
Reading

24 November 1995

OXFORD BROOKES ENTERPRISES LIMITED

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 JULY 1995

	Notes	1995 £	1994 £
Turnover	2	3,259,167	3,054,058
Cost of Sales		<u>(3,012,606)</u>	<u>(2,718,297)</u>
Gross Profit		246,561	335,761
Administrative Expenses		<u>(167,052)</u>	<u>(136,277)</u>
Operating Profit		79,509	199,484
Interest Receivable	6	95,622	31,916
Interest Payable	7	<u>(191)</u>	<u>(1,263)</u>
Profit on ordinary activities	3	174,940	230,137
Amount paid under deed of covenant	8	<u>(196,343)</u>	<u>(245,240)</u>
Loss for the year		<u>(21,403)</u>	<u>(15,103)</u>

Statement of profit and loss account

At 1 August 1994	13	15,116
Loss for the year	<u>(21,403)</u>	<u>(15,103)</u>
At 31 July 1995	<u>(21,390)</u>	<u>13</u>

All the above results derive from continuing activities.

The Company has no recognised gains and losses other than the losses stated above and therefore no separate statement of total recognised gains and losses has been presented.

There is no difference between the loss for the year stated above and its historical cost equivalent.

OXFORD BROOKES ENTERPRISES LIMITED

BALANCE SHEET AS AT 31 JULY 1995

	Notes	1995 £	1994 £
Fixed Assets			
Tangible assets	9	<u>173,140</u>	<u>188,376</u>
Current Assets			
Stocks	10	8,926	5,854
Debtors	11	627,480	818,887
Bank Balances		<u>1,509,687</u>	<u>1,891,835</u>
		2,146,093	2,716,576
Creditors: amounts falling due within one year	12	<u>1,498,859</u>	<u>1,776,096</u>
Net current assets		<u>647,234</u>	<u>940,480</u>
Total assets less current liabilities		<u>820,374</u>	<u>1,128,856</u>
Creditors: amounts falling due after one year	13	<u>841,664</u>	<u>1,128,743</u>
Net (Liabilities)/Assets		<u>(21,290)</u>	<u>113</u>
Capital and reserves			
Share capital	14	100	100
Profit and Loss Account		<u>(21,390)</u>	<u>13</u>
Equity shareholders' (deficit)/funds	15	<u>(21,290)</u>	<u>113</u>

These financial statements were approved by the Board on 24 November 1995 and signed on its behalf by:

..... Director
S. Dexter

..... Director
J. R. Bradshaw

OXFORD BROOKES ENTERPRISES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1995

1. Principal accounting policies

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom. A summary of the more important accounting policies, which have been applied consistently, is set out below.

(a) Basis of Accounting

The financial statements have been prepared under the historical cost convention.

(b) Tangible Fixed Assets

The cost of tangible fixed assets is their purchase cost, together with any incidental costs of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life as follows:

Equipment, fixtures and fittings	- 5 years
Computer Equipment	- 3 years
Motor vehicles	- 5 years
Building improvements	- 10 years.

(c) Stocks

Stocks are stated at the lower of cost and net realisable value as follows:

Costs incurred in bringing work in progress to its present location and condition comprises costs of staff time and direct materials.

Net realisable value is the price at which work in progress can be realised in the normal course of business after allowing for further costs expected to be incurred to completion and disposal.

OXFORD BROOKES ENTERPRISES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1995

1. (d) Taxation

As a commercial organisation the Company is liable to corporation tax based on the profit for the year as adjusted for disallowable items. However, all taxable profits are covenanted to Oxford Brookes University and it is therefore not envisaged that tax will be payable. Normal VAT rules apply to the Company.

Provision is made for deferred taxation, using the liability method, on all material timing differences to the extent that it is probable that a liability or asset will crystallise.

(e) Foreign currencies

Assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet state.

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction.

All differences are taken to the profit and loss account.

(f) Pension arrangements

Employer's pension contributions recharged by Oxford Brookes University are charged to the profit and loss account in the period to which the salaries on which they are payable relate.

The full details of these schemes are contained in the accounts of Oxford Brookes University.

OXFORD BROOKES ENTERPRISES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1995

2. Turnover

Turnover represents the invoiced amount of services provided and goods sold (net of value added tax).

All turnover originates in the UK. A geographical analysis of turnover by destination is given below:

	1995 £	1994 £
United Kingdom	2,977,840	2,751,483
Other Countries	<u>281,327</u>	<u>302,575</u>
	<u>3,259,167</u>	<u>3,054,058</u>

3. Profit on Ordinary Activities

This is stated after charging:

	1995 £	1994 £
Auditors' Remuneration	3,500	3,500
Depreciation	84,107	73,806

OXFORD BROOKES ENTERPRISES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1995

4. Employees

(a) Employment Costs

All the Company's payroll expenses are paid through its parent organisation, Oxford Brookes University. The amounts recharged for the year are as follows:

	1995 £	1994 £
Wages and Salaries	682,132	515,660
Social Security costs	50,484	41,244
Other Pension costs	<u>11,680</u>	<u>7,206</u>
	<u>744,296</u>	<u>564,110</u>

(b) Number of staff

The average number of employees during the year for whom recharges have been made was made up as follows:

	1995 Number	1994 Number
Teaching and Support	14	11
Part-time Lecturers	1	1
Administrative	<u>20</u>	<u>11</u>
	<u>35</u>	<u>23</u>

(c) Pension costs

The Company's employees participate in two schemes:

- Oxfordshire County Council (OCC) Scheme
- The Department For Education (DFE) Scheme.

OXFORD BROOKES ENTERPRISES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1995

4. (c) Continued

Both Schemes require contributions from the Company as employer.

A revaluation of the OCC Scheme at 31 March 1992 determined that for the year ended 31 March 1995 the employer's contribution rate would be 2.04%. Contributions payable under this Scheme for the year amounted to £4,952 (1994: £2,075).

The employer's contributions to the DFE Scheme, which is an unfunded defined benefit scheme, remain unchanged at 8.05% of employees superannuable pay. Contributions payable under this scheme for the year amounted to £6,728 (1994: £5,131). The Scheme is independently administered.

5. **Directors' Emoluments**

Directors' Emoluments are paid by Oxford Brookes University in respect of Directors' duties relating to the University. No amounts are paid in respect of Oxford Brookes Enterprises Limited.

6. **Interest Receivable**

	1995 £	1994 £
Bank Interest Receivable	<u>95,622</u>	<u>31,916</u>

7. **Interest Payable**

	1995 £	1994 £
Bank Interest on sums repayable within five years, not by instalments	<u>191</u>	<u>1,263</u>

OXFORD BROOKES ENTERPRISES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1995

8. Deed of Covenant

The Company has signed a deed of covenant agreeing to pay an amount equal to its net taxable profit for the year to Oxford Brookes University.

9. Fixed Assets

	Building Improve- ments £	Computer Equipment £	Equipment Fixtures & Fittings £	Motor Vehicles £	Total £
Cost					
At 1 August 1994	31,001	120,737	97,773	54,250	303,761
Additions	<u>-</u>	<u>12,249</u>	<u>55,974</u>	<u>648</u>	<u>68,871</u>
At 31 July 1995	<u>31,001</u>	<u>132,986</u>	<u>153,747</u>	<u>54,898</u>	<u>372,632</u>
Depreciation					
At 1 August 1994	7,233	55,615	28,490	24,047	115,385
Charge for the year	<u>3,100</u>	<u>36,549</u>	<u>33,478</u>	<u>10,980</u>	<u>84,107</u>
At 31 July 1995	<u>10,333</u>	<u>92,164</u>	<u>61,968</u>	<u>35,027</u>	<u>199,492</u>
Net book Value					
At 31 July 1995	<u>20,668</u>	<u>40,822</u>	<u>91,779</u>	<u>19,871</u>	<u>173,140</u>
At 31 July 1994	<u>23,768</u>	<u>65,122</u>	<u>69,283</u>	<u>30,203</u>	<u>188,376</u>

OXFORD BROOKES ENTERPRISES LIMITED

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 JULY 1995**

	1995 £	1994 £
10. Stocks		
Work in Progress	8,926	1,317
Stocks	<u>-</u>	<u>4,537</u>
	<u>8,926</u>	<u>5,854</u>
11. Debtors		
Trade debtors	613,396	790,538
Other debtors	13,170	28,349
Taxation	<u>914</u>	<u>-</u>
	<u>627,480</u>	<u>818,887</u>

All the above amounts are due within one year of the Balance Sheet date.

OXFORD BROOKES ENTERPRISES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1995

	1995 £	1994 £
12. Creditors: amounts falling due within one year		
Payments received on account	146,520	120,933
Amount due to parent organisation	1,246,775	1,590,163
Other creditors	55,564	-
Taxation	<u>50,000</u>	<u>65,000</u>
	<u>1,498,859</u>	<u>1,776,096</u>

Taxation consists of tax deducted on the deed of covenant payment.

13. Creditors: amounts falling due after more than one year.

Amount due to parent organisation	<u>841,664</u>	<u>1,128,743</u>
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14. Share Capital

Authorised		
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>
Allotted, called up and fully paid		
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>

OXFORD BROOKES ENTERPRISES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1995

15. Movement of Shareholders' fund

	1995 £	1994 £
Loss for the period	(21,403)	(15,103)
Opening Shareholders' funds	<u>113</u>	<u>15,216</u>
Closing Shareholders' funds	<u>(21,290)</u>	<u>113</u>

16. Capital commitments

There were no capital commitments at 31 July 1995 or 31 July 1994.

17. Contingent liabilities

There were no contingent liabilities at 31 July 1995 or 31 July 1994.

18. Ultimate holding Company

The Company is a wholly owned subsidiary of Oxford Brookes University. A copy of the parent's consolidated financial statements may be obtained from the Chief Accountant, Gipsy Lane, Headington, Oxford OX3 0BP.

19. Cash Flow Statement

As the Company is a wholly owned subsidiary of Oxford Brookes University, no Cash Flow Statement has been prepared. The cash flows of the Company are included within the Consolidated Cash Flow Statement in the financial statements of Oxford Brookes University.