# MARKETING MATTERS LIMITED ABBREVIATED FINANCIAL STATEMENTS 31ST AUGUST 1998

#### **COMPANY REGISTRATION NUMBER 2386192**

## HARRISON & CO.

Chartered Accountants & Registered Auditors
Fairview House
17 Hinton Road
Bournemouth
BH1 2EE

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## ABBREVIATED FINANCIAL STATEMENTS

## YEAR ENDED 31ST AUGUST 1998

CONTENTS	PAGES
Auditors' report to the company	1
Abbreviated balance sheet	2
Notes to the abbreviated financial statements	3 to 5

#### **AUDITORS' REPORT TO THE COMPANY**

#### **PURSUANT TO SECTION 247B OF THE COMPANIES ACT 1985**

We have examined the abbreviated accounts on pages 2 to 5, together with the financial statements of the company for the year ended 31st August 1998 prepared under Section 226 of the Companies Act 1985.

#### RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND THE AUDITORS

The directors are responsible for preparing the abbreviated accounts in accordance with section 246 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 sections 246(5) and (6) of the Act to the registrar of companies and whether the accounts to be delivered are properly prepared in accordance with those provisions and report our opinion to you.

#### BASIS OF OPINION

We have carried out the procedures we consider 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 sections 246(5) and (6) of the Act, and the abbreviated accounts on pages 2 to 5 are properly prepared in accordance with those provisions.

#### OTHER INFORMATION

On 16th March 1999 we reported as auditors to the members of the company on the financial statements prepared under Section 226 of the Companies Act 1985 and our report included the following paragraph:

#### **FUNDAMENTAL UNCERTAINTY**

In forming our opinion we have considered the adequacy of the disclosures made in the financial statements concerning the recovery of debts of £162,070 included in the balance sheet. Details of the fundamental uncertainty are described in note 11 to the financial statements. Our audit opinion is not qualified in this respect.

Fairview House 17 Hinton Road Bournemouth BH1 2EE

16th March 1999

Harrison + Co.

HARRISON & CO. Chartered Accountants & Registered Auditors

#### ABBREVIATED BALANCE SHEET

#### **31ST AUGUST 1998**

			1997	
	£	£	£	£
2		266 861		266,778
		200,001		200,770
	144,682		,	
			,	
	3,328		1,044	
	1,235,969		784,934	
3	(1,253,096)		(886,532)	
		(17,127)		(101,598)
LIAŦ	BILITIES	249,734		165,180
		(54,309)		(23,782)
AND	CHARGES	(5,578)		(4,000)
		189,847		137,398
4		13,246		13,246
-		,		6,754
		169,847		117,398
		189,847		137,398
	LIAH	144,682 1,087,959 3,328 1,235,969 3 (1,253,096) LIABILITIES	144,682 1,087,959 3,328 1,235,969 3 (1,253,096) (17,127) LIABILITIES 249,734 (54,309) AND CHARGES (5,578) 189,847 4 13,246 6,754 169,847	266,861  144,682 1,087,959 3,328 1,044 784,934  3 (1,253,096) (17,127)  LIABILITIES  249,734  (54,309)  AND CHARGES (5,578) 189,847  4  13,246 6,754 169,847

These accounts have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

These financial statements were approved by the directors on the 15th March 1999 and are signed on their behalf by:

MR L T EDMONDS

MR J P GEE

#### NOTES TO THE ABBREVIATED FINANCIAL STATEMENTS

#### **YEAR ENDED 31ST AUGUST 1998**

#### 1. ACCOUNTING POLICIES

#### Basis of accounting

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

#### Turnover

Turnover is the total amount receivable by the company for goods supplied and serivces provided, excluding VAT and trade discounts.

In the case of long term contracts, turnover reflects the contract activity during the year and represents the proportion of total contract value which costs incurred to date bear to total expected contract costs.

#### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings

20% per annum

Motor Vehicles

25% per annum

#### Work in progress

Work in progress is valued on the basis of direct costs plus attributable overheads based on normal level of activity. Provision is made for any foreseeable losses where appropriate. No element of profit is included in the valuation of work in progress.

#### Hire purchase agreements

Assets held under hire purchase agreements are capitalised and disclosed under tangible fixed assets at their fair value. The capital element of the future payments is treated as a liability and the interest is charged to the profit and loss account.

#### Finance lease agreements

Where the company enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease. The asset is recorded in the balance sheet as a tangible fixed asset and is depreciated in accordance with the above depreciation policies. Future instalments under such leases, net of finance charges, are included with creditors. Rentals payable are apportioned between the finance element, which is charged to the profit and loss account, and the capital element which reduces the outstanding obligation for future instalments.

#### Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits as incurred.

#### Pension costs

The company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the company. The annual contributions payable are charged to the profit and loss account.

#### NOTES TO THE ABBREVIATED FINANCIAL STATEMENTS

#### YEAR ENDED 31ST AUGUST 1998

#### 1. ACCOUNTING POLICIES (continued)

#### **Deferred taxation**

Provision is made, under the liability method, to take account of timing differences between the treatment of certain items for accounts purposes and their treatment for tax purposes. Tax deferred or accelerated is accounted for in respect of all material timing differences to the extent that it is considered that a net liability may arise.

#### 2. FIXED ASSETS

	Tangible Fixed Assets £
COST	
At 1st September 1997	446,152 117,180
Additions Disposals	(68,719)
At 31st August 1998	494,613
DEPRECIATION	
At 1st September 1997	179,374
Charge for year	70,577
On disposals	(22,199)
At 31st August 1998	227,752
NET BOOK VALUE	
At 31st August 1998	266,861
At 31st August 1997	266,778

#### 3. CREDITORS: Amounts falling due within one year

The following liabilities disclosed under creditors falling due within one year are secured by a fixed and floating charge on the company's assets:

	1998	1997
	£	£
Bank loans and overdrafts	63,854	193,922
Liability for factored debt	367,509	-
	431,363	193,922

# NOTES TO THE ABBREVIATED FINANCIAL STATEMENTS

## YEAR ENDED 31ST AUGUST 1998

	-		
4. SHARE CAPITA	L		
Authorised share	capital:		
	•	1998	1997
		£	£
50,000 Ordinary sl	nares of £1 each	50,000	50,000
Allotted, called up	and fully paid:		
	· · · · · ·	1998	1997
		£	£
Ordinary share cap	oital brought	13,246	18,246
forward	•	•	,
Purchase of own e	quity shares	<u> </u>	(5,000)
		13,246	13,246