Company Registration No. 2587041 (England and Wales)

# **CHARLES DARTMOUTH PLC**

# DIRECTORS' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2002

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# **COMPANY INFORMATION**

**Directors** C J Dartmouth

M Dartmouth

Secretary M C Dartmouth

Company number 2587041

Registered office Norgar House

10 East Street Fareham Hampshire PO16 0BN

Auditors RJG Palmer Gardner

Norgar House 10 East Street Fareham Hampshire PO16 OBN

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# DIRECTORS' REPORT FOR THE YEAR ENDED 31 AUGUST 2002

The directors present their report and financial statements for the year ended 31 August 2002.

### Principal activities and review of the business

The principal activity of the company is the holding of investment property.

The company has invested in a major project which meant decanting "Kids" from their current premises in Old Waterworks across the road into temporary accompodation in New Waterworks, and was achieved by them occupying premises vacated by Evans Grant until building works are completed in May 2003. This caused an inevitable loss of rental income, however, rent receipts will increase by £45,000 p.a. when they return to their new building.

#### Results and dividends

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

The directors do not recommend payment of an ordinary dividend.

### Market value of land and buildings

Full disclosure of all matters relating to fixed assets is set out in the notes to the financial statements.

#### **Directors**

The following directors have held office since 1 September 2001:

CJ Dartmouth

M Dartmouth

#### **Directors' interests**

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

	Ordinary shares of £ 1 each		
	31 August 2002	1 September 2001	
C J Dartmouth	40,000	40,000	
M Dartmouth	20,000	20,000	
Charitable donations	2002	2001	
	£	£	
During the year the company made the following payments:			
Charitable donations	1,140	1,373	

### Creditor payment policy

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

On average, trade creditors at the year end represented 96 (2001: 125) days' purchases.

#### Taxation status

The company was a close company within the provisions of the Income and Corporation Taxes Act 1988 and this position has not changed since the end of the financial year.

# DIRECTORS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2002

#### **Auditors**

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

### 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

C J Dartmouth

Director

31 March 2003

# INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF CHARLES DARTMOUTH PLC

We have audited the financial statements of CHARLES DARTMOUTH PLC on pages 4 to 15 for the year ended 31 August 2002. These financial statements have been prepared under the historical cost convention (as modified by the revaluation of certain fixed assets) and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of directors and auditors

As described in the statement of directors' responsibilities on page 2 the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

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 Companies Act 1985. 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 explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the directors' report and consider the implications for our report if we become aware of any apparent misstatements within it.

### **Basis of opinion**

We conducted our audit in accordance with United Kingdom 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 as at 31 August 2002 and of its loss for the year then ended and have been properly prepared in accordance with the Companies Act 1985,

RJG Palmer Gardner
Registered Auditor

**Chartered Accountants** 

Norgar House 10 East Street

31 Morch 2003

Fareham

Hampshire

PO16 OBN

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2002

	Notes	2002 £	2001 £
Turnover	2	271,001	290,832
Administrative expenses		(95,927)	(61,179)
Operating profit	3	175,074	229,653
Other interest receivable and similar income Interest payable and similar charges	4	1,126 (188,465)	279 (212,530)
(Loss)/profit on ordinary activities before taxation		(12,265)	17,402
Tax on (loss)/profit on ordinary activities	5		(28)
(Loss)/profit on ordinary activities			
after taxation	11	(12,265)	17,374

The profit and loss account has been prepared on the basis that all operations are continuing operations.

# STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES FOR THE YEAR ENDED 31 AUGUST 2002

	2002 £	2001 £
(Loss)/profit for the financial year	(12,265)	17,374
Unrealised surplus on revaluation of properties	62,137	127,625
Total recognised gains and losses relating to the year	49,872	144,999

# BALANCE SHEET AS AT 31 AUGUST 2002

	2002		2	001	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	6		3,235,021		3,057,602
Current assets					
Debtors	7	35,493		22,727	
Cash at bank and in hand		5,404		28,448	
		40,897		51,175	
Creditors: amounts falling due within one year	8	(2,433,797)		(2,449,202)	
Net current liabilities			(2,392,900)	<del>*                                    </del>	(2,398,027)
Total assets less current liabilities			842,121		659,575
Creditors: amounts falling due after			(		<b></b>
more than one year	9		(222,344)		(89,670)
			619,777		569,905
Capital and reserves					
Called up share capital	10		100,000		100,000
Revaluation reserve	11		639,996		577,859
Profit and loss account	11		(120,219)		(107,954)
Shareholders' funds - equity interests	12		619,777		569,905

The financial statements were approved by the Board on 31 March 2003

C J Dartmouth Director

# CASH FLOW STATEMENT FOR THE YEAR ENDED 31 AUGUST 2002

	20 £	002 £	20 £	001 £
Net cash inflow from operating activities		157,235		259,164
Returns on investments and servicing of finance				
Interest received	1,126		279	
Interest paid	(188,465)		(212,530)	
Net cash outflow for returns on investments and servicing of finance		(187,339)		(212,251)
Capital expenditure				
Payments to acquire tangible assets	(125,234)		(134,077)	
Receipts from sales of tangible assets	•		60,000	
Net cash outflow for capital expenditure		(125,234)	<del></del>	(74,077)
Net cash outflow before management of liquid resources and financing		(155,338)		(27,164)
<u>-</u>		(**************************************		(, ,
Financing	212.000			
Other new long term loans Other new short term loans	240,000		- 345,000	
Repayment of long term bank loan	-		(31,910)	
Repayment of other long term loans	(99,092)		(288,731)	
Capital element of hire purchase contracts	(8,614)		8,848	
Net cash inflow from financing		132,294		33,207
(Decrease)/increase in cash in the year		(23,044)		6,043

# NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 AUGUST 2002

1	Reconciliation of operating profit to net cash inflow from operating activities			2002	2001
				£	3
	Operating profit			175,074	229,653
	Depreciation of tangible assets			9,952	12,411
	Decrease in stocks			-	3,005
	(Increase)/decrease in debtors			(12,766)	4,259
	(Decrease)/Increase in creditors within on	e year		(15,025)	9,836
·	Net cash inflow from operating activities	es		157,235	259,164
2	Analysis of net debt	1 September 2001	Cash flow	Other non- cash changes	31 August 2002
		£	£	£	£
	Net cash:				
	Cash at bank and in hand	28,448	(23,044)		5,404
	Debt:				
	Finance leases	(21,003)	8,614	-	(12,389)
	Debts falling due within one year	(2,305,000)	-	-	(2,305,000)
	Debts falling due after one year	(77,308) ————	(140,908)		(218,216)
		(2,403,311)	(132,294)	-	(2,535,605)
	Net debt	(2,374,863)	(155,338)	-	(2,530,201)
3	Reconciliation of net cash flow to move	ement in net debt	•	2002	2001
				£	£
	(Decrease)/increase in cash in the year			(23,044)	6,043
	Cash inflow from increase in debt and lea	se financing		(132,294)	(33,207)
	Movement in net debt in the year			(155,338)	(27,164)
	Opening net debt			(2,374,863)	(2,347,699)
	Closing net debt			(2,530,201)	(2,374,863)
	_			<del></del>	

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2002

### 1 Accounting policies

### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention modified to include the revaluation of freehold land and buildings.

#### 1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable accounting standards.

#### 1.3 Tuřnover

Turnover represents rents receivable net of VAT.

### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets include investment properties valued on an existing use open market value basis. Other tangible fixed assets other than freehold land are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life, as follows:

Land and buildings Freehold

nil

Fixtures, fittings & equipment

20% Reducing balance

Motor vehicles

25% Reducing balance

Investment properties are included in the balance sheet at their open market value. Depreciation is provided only on those investment properties which are leasehold and where the unexpired lease term is less than 20 years.

Although this accounting policy is in accordance with the applicable accounting standard, SSAP 19, Accounting for investment properties, it is a departure from the general requirement of the Companies Act 1985 for all tangible assets to be depreciated. In the opinion of the directors compliance with the standard is necessary for the financial statements to give a true and fair view. Depreciation or amortisation is only one of many factors reflected in the annual valuation and the amount of this which might otherwise have been charged cannot be separately identified or quantified.

### 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 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.

#### 2 Turnover

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the United Kingdom.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2002

3	Operating profit	2002	2001
		£	£
	Operating profit is stated after charging:		
	Depreciation of tangible assets	9,952	12,411
	Operating lease rentals	10,000	7,500
	Auditors' remuneration	5,000	5,000
	Remuneration of auditors for non-audit work	12,893	4,823
4	Interest payable	2002	2001
		£	£
	On bank loans and overdrafts	103	345
	On other loans wholly repayable within 5 years	185,971	208,030
	On loans repayable after 5 years	-	2,951
	Hire purchase interest	2,391	1,204
		188,465	212,530
5	Taxation	2002	2001
		£	£
	Domestic current year tax		
	U.K. corporation tax	<u>-</u>	
	Current tax charge	<u> </u>	28
	Factors affecting the tax charge for the year		
	(Loss)/profit on ordinary activities before taxation	(12,265)	17,402
	(LOSS)/profit of Ordinary activities before taxation	(12,200)	======
	(Loss)/profit on ordinary activities before taxation multiplied by standard		
	rate of UK corporation tax of 0.00% (2001: 10.00%)	<del></del>	1,740
	Effects of:		
	Non deductible expenses	-	264
	Depreciation add back	-	1,241
	Capital allowances	-	(1,272)
	Tax losses utilised		(1,945)
		•	(1,712)
	Current tax charge		28
	_	<del></del>	-

The company has estimated losses of £ 113,475 (2001: £ 104,862) available for carry forward against future trading profits.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2002

6	Tangible fixed assets				
		Land and buildings Freehold	Fixtures, fittings & equipment	Motor vehicles	Total
		£	£	٤	£
	Cost or valuation				
	At 1 September 2001	3,017,000	29,864	47,477	3,094,341
	Additions	122,863	2,371	-	125,234
	Revaluation	62,137			62,137
	At 31 August 2002	3,202,000	32,235	47,477	3,281,712
	Depreciation				
	At 1 September 2001	•	16,406	20,333	36,739
	Charge for the year	-	3,166	6,786	9,952
	At 31 August 2002	-	19,572	27,119	46,691
	Net book value		<del></del>		
	At 31 August 2002	3,202,000	12,663	20,358	3,235,021
	At 31 August 2001	3,017,000	13,458	27,144	3,057,602
	-	· · · · ·	·		

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

	Motor vehicles
	£
Net book values	
At 31 August 2002	16,938
At 31 August 2001	22,584
Depreciation charge for the year	
31 August 2002	5,646
31 August 2001	7,528

The company's properties were valued by the directors at 31 August 2002, on the basis of open market value for current use. The freehold investment properties have not been depreciated in accordance with SSAP 19 in order to show a true and fair view. However, this is a departure from the requirements of the Companies Act 1985.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2002

7	Debtors	2002	2001
		£	£
	Trade debtors	35,353	22,587
	Other debtors	140	140
		35,493	22,727
	j Ž	<del></del>	
8	Creditors: amounts falling due within one year	2002	2001
		£	£
	Bank loans and overdrafts	2,305,000	2,305,000
	Net obligations under hire purchase contracts	8,261	8,641
	Trade creditors	23,237	15,867
	Corporation tax	28	28
	Other taxes and social security costs	19,918	20,058
	Directors' current accounts	5,564	5,564
	Other creditors	46,839	59,680
	Accruals and deferred income	24,950	34,364
		2,433,797	2,449,202

The bank loan is secured by way of a debenture which incorporates a first legal charge over the company's freehold properties and property at Boxgrove Lane, Guildford. The property at Boxgrove Lane, Guildford is owned by Sheriol 101 Ltd a company in which Mrs B Dartmouth is a director and majority shareholder. Mrs B Dartmouth is also a shareholder in Charles Dartmouth plc and wife of the director Mr C Dartmouth.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2002

9	Creditors: amounts falling due after more than one year	2002 £	2001 £
	Other loans	218,216	77,308
	Net obligations under hire purchase contracts	4,128	12,362
		222,344	89,670
	Analysis of loans		
	Wholly repayable within five years	2,523,216	2,382,308
		2,523,216	2,382,308
	Included in current liabilities	(2,305,000)	(2,305,000)
		218,216	77,308
	Loan maturity analysis		
	In more than one year but not more than two years	218,216	77,308
	Net obligations under hire purchase contracts		
	Repayable within one year	10,194	10,194
	Repayable between one and five years	3,038	13,232
		13,232	23,426
	Finance charges and interest allocated to future accounting periods	(843)	(2,423)
		12,389	21,003
	Included in liabilities falling due within one year	(8,261)	(8,641)
		4,128	12,362
10	Share capital	2002	2001
		£	3
	Authorised 100,000 Ordinary shares of £ 1 each	100,000	100,000
	Allotted, called up and fully paid		_ <del></del>
	100,000 Ordinary shares of £ 1 each	100,000	100,000

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2002

11	Statement of movements on reserves		
		Revaluation reserve	Profit and loss account
		£	£
	Balance at 1 September 2001	577,859	(107,954)
	Retained loss for the year	-	(12,265)
	Revaluation during the year	62,137	-
	Balance at 31 August 2002	639,996	(120,219)
12	Reconciliation of movements in shareholders' funds	2002	2001
		£	£
	(Loss)/Profit for the financial year	(12,265)	17,374
	Other recognised gains and losses	62,137	127,625
	Net addition to shareholders' funds	49,872	144,999
	Opening shareholders' funds	569,905	424,906
	Closing shareholders' funds	619,777	569,905

#### 13 Financial commitments

At 31 August 2002 the company had annual commitments under non-cancellable operating leases as follows:

	Land a	Land and buildings	
	2002	2001	
Emission dates	£	£	
Expiry date:			
Within one year	10,000	10,000	

### 14 Transactions with directors

One of the company's properties is let to 1st Delta Limited at a commercial rent. M Dartmouth, a director, is a director and shareholder in 1st Delta Limited. The rent receivable from 1st Delta Limited during the year was £10,000 (2001: £10,000) and included in trade debtors is an amount of £1,997 (2001: £955) due from that company.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2002

### 15 Employees

## **Number of employees**

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

year was:	2002 Number	2001 Number
Administration	1	1
Employment costs	£	£
Wages and salaries Social security costs	2,400 107	2,593 -
	2,507	2,593

### 16 Control

The ultimate controlling party is C Dartmouth, a director of the company, by virtue of the shareholdings held by members of his immediate family.