(COMPANY NUMBER: 2673686)

# IMS COMMUNICATIONS LIMITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 1996



## IMS COMMUNICATIONS LIMITED REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 1996

Contents	Page Number
Statutory Information	1
Directors' Report	2
Statement of Directors' Responsibilities	3
Auditors' Report	4
Profit and Loss Account	5
Balance Sheet	6
Notes to the Financial Statements	7 - 11

### IMS COMMUNICATIONS LIMITED STATUTORY INFORMATION

DIRECTORS:

P E Gibbs

J E Gibbs J R Gibbs

SECRETARY:

CK Corporate Services Limited

REGISTERED OFFICE: Flagstaff House

14 High Street
Twyford
Berkshire
RG10 9AE

BANKERS:

Barclays Bank Plc

10 Hart Street

Henley-on-Thames Oxfordshire

RG9 2AX

National Westminster Bank Plc

1 Church Street

Twyford Berkshire RG10 9DP

**SOLICITORS**:

Clifton Ingram 22 Broad Street Wokingham Berkshire RG11 1BA

AUDITOR:

Clark Whitehill

**Chartered Accountants** 

Kennet House 80 Kings Road Reading Berkshire RG1 3BL

INCORPORATED:

In England and Wales on 23 December 1991

Number: 2673686

#### DIRECTORS' REPORT

#### FOR THE YEAR ENDED 31 DECEMBER 1996

DIRECTORS:

P E Gibbs

I E Gibbs

IR Gibbs

The directors have pleasure in presenting their report and financial statements for the year ended 31 December 1996.

#### PRINCIPAL ACTIVITY

The principal activity of the company in the year was that of presentation and marketing consultants and the creation of computer based programmes, which incorporated graphical images, video and sound for conferences, exhibitions and in-house training.

#### DIRECTORS AND THEIR INTERESTS

The directors during the year and their beneficial interest in the share capital of the company were as follows:-

	Ordinary shares of £1 each	
	31 December 1996	31 December 1995
P E Gibbs	3,334	3,334
J E Gibbs	3,334	3,334
J R Gibbs	3,334	3,334

#### **AUDITORS**

A resolution to re-appoint Clark Whitehill as auditors of the company will be proposed at the Annual General Meeting.

#### **EXEMPTION**

In preparing this report, the Board has taken advantage of special exemptions available to small companies.

Approved by the Board on & April 1997 and signed on its behalf by:-

Him Chishs
P E Gibbs
DIRECTOR

#### STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each year which give a true and fair view of the state of affairs of the company at the end of the year 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume 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 or other irregularities.

#### **AUDITORS' REPORT**

#### TO THE SHAREHOLDERS OF IMS COMMUNICATIONS LIMITED

We have audited the financial statements on pages 5 to 11 which have been prepared under the accounting policies set out on page 7.

#### RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

As described on page 3 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 financial 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 the information in the financial statements.

#### **UNQUALIFIED OPINION**

In our opinion the financial statements give a true and fair view of the state of affairs of the company as at 31 December 1996 and of the profit for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985 applicable to small companies.

Reading

8 April 1997

CLARK WHITEHILL

Chartered Accountants and Registered Auditors

#### **PROFIT AND LOSS ACCOUNT**

#### FOR THE YEAR ENDED 31 DECEMBER 1996

	Notes	. 19	96 £	1995 £
TURNOVER	2		1,182,587	846,391
Cost of Sales			819,305	<u>559,104</u>
GROSS PROFIT			363,282	287,287
Distribution and Administrative Expenses			294,416	<u>263,740</u>
OPERATING PROFIT	3		68,866	23,547
Income from group undertakings Interest Receivable Interest payable		5,509 (46)	23,000	- 6,807 
			5,463	<u>6,807</u>
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION			97,329	30,354
Tax on profit on ordinary activities	4		21,871	<u>9,926</u>
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION TRANSFERRED TO RESERVES			<u>\$ 75,458</u>	£ 20.428

The profit and loss account contains all the gains and losses recognised in the year.

The retained profit for the year is the only movement in shareholders' funds.

The notes on pages 7 to 11 form part of these financial statements.

### IMS Communications Limited Balance Sheet As At 31 December 1996

	Notes	. 19	1996	
		£	£	1995 £
FIXED ASSETS				
Intangible assets	5		23,426	22,556
Tangible assets	6		60,978	62,794
Investments	7		10,000	10,000
			94,404	95,350
CURRENT ASSETS				
Stock and Work in Progress	8	3,249		2,490
Debtors	9	122,056		87,127
Cash at bank and in hand		200,100		<u>152,636</u>
		325,405		242,253
CREDITORS: Amounts falling due	10	172,872		166 124
within one year	10	1/2,0/2		<u>166,124</u>
NET CURRENT ASSETS			152,533	76,129
			<u>\$ 246.937</u>	£ 171.479
CAPITAL AND RESERVES				
Called up Share Capital	11		10,002	10,002
Profit and Loss account	12		236,935	<u>161,477</u>
SHAREHOLDERS' FUNDS			<u>\$ 246.937</u>	<i>₤ 171.479</i>

In preparing these financial statements the Board has taken advantage of special exemptions available to small companies on the grounds that the company qualifies as small for the year ended 31 December 1996.

Approved by the Board on & April 1997 and signed on its behalf by:

P E Gibbs Director

The notes on pages 7 to 11 form part of these financial statements.

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 DECEMBER 1996

#### 1. ACCOUNTING POLICIES

#### a) BASIS OF ACCOUNTING

The financial statements are prepared under the historical cost convention in accordance with applicable accounting standards. The directors have taken advantage of certain exemptions available to small companies under the Companies Act 1985 on the grounds that the company qualifies as a small company.

The company and its subsidiary comprise a small group. The company has therefore taken advantage of the exemption provided by Section 248 of the Companies Act 1985 not to prepare group accounts.

#### b) DEPRECIATION

Depreciation is calculated so as to write off the cost of tangible fixed assets by equal instalments over the estimated useful lives as follows:

Computer Equipment 3 years
Fixtures and Fittings 5 years
Office Equipment 5 years

#### c) STOCK AND WORK IN PROGRESS

Stock and work in progress is valued at the lower of cost and net realisable value.

#### d) DEFERRED TAXATION

Deferred taxation is accounted for using the liability method on all material timing differences to the extent that it is probable that liabilities or assets will crystallise. Advance corporation tax is carried forward to the extent that is expected to be recovered. Timing differences are taxable items, allowances or reliefs which are given effect to in taxation periods different from those in which they have effect in the financial statements. They comprise mainly accelerated tax depreciation allowances, short term timing differences and unrecovered advance corporation tax payments.

#### e) FOREIGN CURRENCIES

Transactions denominated in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Exchange differences arising in the ordinary course of business are included in operating profit. Assets and liabilities in foreign currencies are translated into sterling at the appropriate rates ruling at the balance sheet date.

#### f) PENSION SCHEME

The company operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as the liability for payment is incurred.

#### g) LEASED ASSETS

Rentals payable under operating leases are charged to the profit and loss account as incurred.

#### h) RESEARCH AND DEVELOPMENT

Expenditure on research is written off in the year in which it was incurred.

Expenditure on development is capitalised and amortised over the life of the project.

#### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 DECEMBER 1996

#### 2. TURNOVER

4.

Turnover represents the net amounts invoiced to customers less trade discounts, excluding value added tax and sales of fixed assets.

The total turnover of the company for the year has been derived from its principal activity, of which 5.3% (1995: 3.0%) is attributable to geographical markets situated outside the United Kingdom.

#### 3. **OPERATING PROFIT**

The operating profit is stated after charging:	1996 1995 \$ £
Depreciation on Tangible Fixed Assets Auditor's Remuneration - Audit Fees - Non-audit Fees Hire of Equipment Rent of Premises	32,249       32,915         5,225       4,900         430       1,600         3,935       3,820         29,794       18,601
. TAX ON PROFIT ON ORDINARY ACTIVITIES	
Corporation Tax at 25% Adjustment to Previous Years	<b>22,000</b> 11,000 (129) (1,074)

£ 21.871

#### INTANGIBLE FIXED ASSETS 5.

	Development Expenditure &
COST	
At 1 January 1996 Development expenditure capitalised in the year	22,556 9,879
At 31 December 1996	32,435
AMORTISATION	
Charge for the year	9,009
At 31 December 1996	9,009
NET BOOK VALUE	
At 31 December 1996	<u>\$ 23.426</u>
At 31 December 1995	£ 22,556

### IMS COMMUNICATIONS LIMITED NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 1996

6.	TANGIBLE FIXED ASSE	TS				
		Motor Vehicles &	Computer Equipment &	Fixtures & Fittings &	Office Equipment &	Total
	COST					
	At 1 January 1996 Additions Disposals	7,952 - (7,952)	65,018 25,289	9,866 10,209 	14,082 1,653 (425)	96,918 37,151 (8,377)
	At 31 December 1996		90,307	20,075	15,310	125,692
	<b>DEPRECIATION</b>					
	At 1 January 1996 Charge for year Disposals	884 662 (1,546)	26,121 24,572	3,654 3,144	3,465 3,871 (113)	34,124 32,249 (1,659)
	At 31 December 1996		50,693	6,798	7,223	64,714
	NET BOOK VALUE					
	At 31 December 1996	<u>s - </u>	<u>\$ 39.614</u>	<u>\$ 13.277</u>	<u>\$ 8.087</u>	<u>\$ 60,978</u>
	At 31 December 1995	£ 7.068	£ 38.897	£ 6.212	£ 10.617	£ 62.794
7.	INVESTMENTS				1996 £	1995 £
	At 1 January and 31 Dec	ember 1996			<u>\$ 10.000</u>	<i>₤ 10.000</i>

The investment represents 100% of the £1 ordinary shares of Interactive Media Solutions Limited, a company registered in England and Wales.

The aggregate of the share capital and reserves of Interactive Media Solutions Limited at 31 December 1996 was £10,002, the company did not trade during the year.

Group accounts are not required as the directors consider the group to be small. The financial statements show information about the parent as an individual entity only.

#### 8. STOCK AND WORK IN PROGRESS

		1996 \$	1995 £
	Work in Progress	<u>\$ 3.249</u>	£ 2.490
9.	DEBTORS		
	Trade Debtors Other Debtors Prepayments and Accrued Income	102,451 4,769 14,836	70,870 5,551 10,706
		<u>\$ 122.056</u>	£ 87.127

Included within other debtors is an amount of \$4,000 which is due in more than one year.

#### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 DECEMBER 1996

10.	CREDITORS: Amounts falling due within one year		
		1996	1995
		£	£
	Trade Creditors	62,622	35,899
	Amount due to Subsidiary Undertaking	10,224	33,224
	Corporation Tax	27,264	16,264
	Other Taxes and Social Security Costs	25,309	<i>27,441</i>
	Accruals	47,453	<u>53,296</u>
		<u>\$ 172.872</u>	£ 166,124
11.	CALLED UP SHARE CAPITAL		
	Authorised:		
	Ordinary Shares of £1 each	50,000	50,000
	Preference Shares of £1 each	50,000	50,000
	Non-Voting Shares of £1 each	10,000	10,000
		<u>\$ 110.000</u>	<i>₤ 110.000</i>
	Allotted, Called Up and Fully Paid	e 10.003	£ 10,002
	Ordinary Shares of £1 each	<u>\$ 10.002</u>	<u>* 10.002</u>
12.	PROFIT AND LOSS ACCOUNT		
	At 1 January 1996	161,477	141,049
	Retained profit for the year	75,458	20,428
	At 31 December 1996	<u>\$ 236,935</u>	£ 161.477
13.	DIRECTORS' EMOLUMENTS		
	Salaries and Other Emoluments (including Benefits in Kind) excluding Pension Contributions	<u>\$ 105.833</u>	<b>£</b> 97.397
14.	CAPITAL COMMITMENTS		
	Authorised and contracted for	\$	£ 9.611

#### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 DECEMBER 1996

#### 15. OTHER FINANCIAL COMMITMENTS

Committments under non cancellable operating leases existed as follows:

1996

1995

Land and buildings

\$ 32,900

18.600

#### 16. PENSION SCHEME

The company operates a defined contribution pension scheme for its directors, which is funded by contributions from the company, at rates determined by independent actuaries in the light of regular valuations. No valuation had been made during the account period.

The pension costs for the year amounted to £4,545 (1995: £3,600). No contributions were payable to the fund at the year end.

The contributions are held in a separately administered trust fund.

The company pays contributions into employees' personal pension schemes. The pension costs for the year amounted to £4,244 (1995: £1,478). There were no outstanding contributions at the year end.