#### COMPANY NUMBER: 02749258 (ENGLAND & WALES)

# ACCESS TO MUSIC LIMITED DIRECTORS' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2003

MOORE STEPHENS
CHARTERED ACCOUNTANTS
REGISTERED AUDITORS
RUTLAND HOUSE
MINERVA BUSINESS PARK
LYNCH WOOD
PETERBOROUGH
PE2 6PZ

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COMPANIES HOUSE 30/06

#### **COMPANY INFORMATION**

Company Number: 02749258 (England & Wales)

**<u>Directors:</u>** Mr J Ridgeon

Ms L M Cummins

Secretary: Ms L M Cummins

Registered Office: The Old Nursery

Wansford Peterborough PE8 6JR

Auditors: Moore Stephens

Chartered Accountants Registered Auditors Rutland House

Minerva Business Park

Lynch Wood Peterborough PE2 6PZ

Bankers: Barclays Bank Plc

Leicester Corporate Banking Centre

Barclays House PO Box 1500 Dominus Way

Meridian Business Park

Leicester LE3 2RN

Solicitors: Harvey Ingram Owston

20 New Walk Leicester LE1 6TX

# REPORTS AND FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 AUGUST 2003

# **CONTENTS**

	<u>Page</u>
Directors' Report	1
Auditors' Report	3
Profit & Loss Account	5
Balance Sheet	6
Cash Flow Statement	7
Notes	8
Detailed Profit and Loss Account	22
Detailed overhead expenses for directors	23

#### **DIRECTORS' REPORT**

#### **FOR THE YEAR ENDED 31 AUGUST 2003**

The directors present their report and the financial statements for the year ended 31 August 2003.

#### **Principal activities**

The principal activity of the company is the provision of music training and consultancy services.

There has not been any significant change in this activity during the year.

#### **Review of business**

The directors consider the profit achieved on ordinary activities before taxation to be satisfactory.

#### **Future developments**

At the year end, the company is in a strong position for future trading.

#### **Donations**

Political and charitable donations did not exceed £200 in the year.

#### Fixed assets

Changes in fixed assets during the year are set out in the notes to the financial statements.

#### Results and dividends

The directors recommend that a final dividend of £97,500 per share be paid on the shares in issue amounting to £195,000 (2002 - £23,700) and that the interim dividend of £76,200 per share amounting to £152,400 paid (2002 - £43,200) be confirmed.

#### **Directors' interests**

The directors of the company during the year and their interests in the share capital of the company as recorded in the register of directors' interests were as follows:

	<u>2003</u> <u>No.</u>	of shares
Mr J Ridgeon	1	1
Ms L M Cummins	1	1

#### **<u>DIRECTORS' REPORT</u>** (Continued)

#### **FOR THE YEAR ENDED 31 AUGUST 2003**

No director has been granted a right to subscribe for additional shares or debentures.

The director retiring by rotation is Mr J Ridgeon, who being eligible will offer himself for re-election at the forthcoming Annual General Meeting.

#### Responsibilities of the directors

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the 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;

follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts;

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.

#### **Auditors**

The auditors, Messrs Moore Stephens (Chartered Accountants) have expressed their willingness to continue in office and a resolution to re-appoint them will be proposed at the forthcoming Annual General Meeting.

#### On behalf of the board

L.M. Cummus

29/6/04

The Old Nursery Wansford Peterborough PE8 6JR

#### **INDEPENDENT AUDITORS' REPORT**

#### TO THE SHAREHOLDERS OF ACCESS TO MUSIC LIMITED

### FOR THE YEAR ENDED 31 AUGUST 2003

We have audited the financial statements on pages 5 to 21. These financial statements have been prepared under the historical cost convention 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

The directors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Directors' responsibilities.

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 audit 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 judgments 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 misstatements, 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.

#### **INDEPENDENT AUDITORS' REPORT**

# TO THE SHAREHOLDERS OF ACCESS TO MUSIC LIMITED (Continued)

#### FOR THE YEAR ENDED 31 AUGUST 2003

#### **Opinion**

In our opinion the financial statements give a true and fair view of the state of the company's affairs at 31 August 2003 and of its loss for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.

Moore Stephens
Chartered Accountants
Registered Auditors
Rutland House
Minerva Business Park
Lynch Wood
Peterborough
PE2 6PZ

Dated: 29/6/4

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

#### FOR THE YEAR ENDED 31 AUGUST 2003

	<u>Note</u>	2003 £	2002 <u>£</u>
Turnover	2	4,539,791	3,317,512
Cost of sales		(3,149,976)	(2,163,302)
Gross profit		1,389,815	1,154,210
Administrative expenses Other operating charges		(964,481) (42,610)	(764,617) (19,212)
Other operating income		382,724 7,848	370,381 1,595
Operating profit	3	390,572	371,976
Other interest receivable and similar income		16,182	21,247
Interest payable	6	(18,187)	(3,432)
Profit on ordinary activities before taxation	:	388,567	389,791
Tax on profit on ordinary activities	7	(125,758)	(96,481)
Profit for the financial year		262,809	293,310
Dividends distributed from profits of current And prior years	8	(347,400)	(90,600)
Retained (loss)/profit for the year		(84,591)	202,710

The company has made no acquisitions nor discontinued any operations within the meaning of Financial Reporting Standard 3 during 2003 therefore turnover and operating profit derive entirely from continued operations.

The company has no recognised gains or losses other than the profit for the financial year.

The annexed notes form part of these financial statements.

#### **BALANCE SHEET**

#### **AS AT 31 AUGUST 2003**

	Note	0	2003		2002
Fixed assets		£	£	£	£
Intangible assets	9		125,200		146,200
Tangible assets	10		602,600		194,372
			727,800		340,572
Current assets					
Stocks	11	15,000		14,438	
Debtors	12	649,470		265,037	
Cash at bank and in hand		803,499		639,688	
		1,467,969		919,163	
Creditors					
Amounts falling due within one year	13	(1,485,583)		(649,504)	
one year	13	(1,405,505)		(047,504)	
Net current (liabilities)/assets			(17,614)		269,659
Total assets less current liabilities			710,186		610,231
Creditors					
Amounts falling due	1.4		(217.041)		(22.205)
after more than one year	14		(217,841)		(33,295)
Net assets			492,345		576,936
Capital and reserves Called up share capital	16		2		2
Profit and loss account	17		492,343		576,934
	• •				
Shareholders' funds			492,345		576,936

Approved by the board of directors on 29 16 9 and signed on its behalf.

L.M. Cummiy

The annexed notes form part of these financial statements.

# **CASHFLOW STATEMENT**

# FOR THE YEAR ENDED 31 AUGUST 2003

	<u>Note</u>	2003 £	<u>2002</u> <u>£</u>
Net cash inflow from operating activities	18	847,631	266,918
Returns on investments and servicing of finance	19	(2,005)	17,815
<b>Taxation</b>		(96,408)	(90,992)
Capital Expenditure	19	(643,304)	(263,023)
Equity dividends paid		(199,800)	(54,000)
		(93,886)	(123,282)
Financing	19	246,235	42,308
Increase/(Decrease) in cash		152,349	(80,974)
		<del></del>	

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 AUGUST 2003

#### 1. Accounting policies

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

#### **Turnover**

Turnover represents charges to external customers for services provided during the period, and is shown exclusive of Value Added Tax and trade discounts.

#### Depreciation and diminution in value of assets

Depreciation has been computed to write off the cost of fixed assets over their expected useful lives at the following rates:-

Leasehold premisesover the period of the leaseGoodwill10% per annum straight lineAsset under finance leaseover the period of the leaseFixtures and fittings20% per annum straight lineOffice equipment33 1/3% per annum straight lineInstruments20% per annum straight lineMotor vehicles25% per annum reducing balance

A full years depreciation is charged in the year of acquisition of an asset but none in the year of disposal.

#### **Stocks**

Stocks and work in progress are valued consistently at the lower of cost (on a first in, first out basis) or net realisable value. Cost, where appropriate, includes a proportion of directly attributable overheads.

#### Debtors

Debtors are shown after providing for any amounts which in the opinion of the directors may not be collected in full.

#### **Deferred taxation**

Deferred tax assets and liabilities have arisen from timing differences between the recognition of gains and losses in the financial statements and their recognition in a tax computation. In accordance with Financial Reporting Standard No.19, full provision has been made to the extent to which it is considered more likely than not to become payable/recoverable in the foreseeable future and at the rate eventually expected to be charged.

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

#### FOR THE YEAR ENDED 31 AUGUST 2003

#### Leasing

Leasing rentals payable on agreements which transfer substantially all the risk and rewards associated with ownership of the lessee ("finance leases") are capitalised within fixed assets, and the obligation to pay future rentals included in creditors as a liability. The interest charges implicit in such a lease are written off to the profit and loss account in proportion to the balance outstanding during the year.

All other leasing rentals ("operating leases") are written off to the profit and loss account as incurred.

#### <u>Goodwill</u>

Goodwill is the difference between the amount paid on the acquisition of a business and the aggregate fair value of its separable net assets. It is being written off in equal annual instalments over its estimated economic life.

#### **Pension costs**

The company operates a defined contribution pension scheme and pension contributions are charged to profit and loss account to spread the cost of the pensions over the employees working lives.

#### **Grants** received

Grants related to capital expenditure on tangible assets are credited to the profit and loss account at the same rate as the depreciation on the assets to which the grants relate.

#### 2. Turnover

Turnover is attributable solely to continuing operations and derives from the activities of music training and consultancy services.

The analysis of turnover by area is as follows:	2 <u>003</u> <u>£</u>	2 <u>002</u> £
United Kingdom & Eire	4,539,789	3,317,512
	4,539,789	3,317,512

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 AUGUST 2003

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	<u>2003</u>	<u>2002</u>
This is stated after charging:	<u>£</u>	<u>£</u>
Auditors' remuneration	14,000	8,900
Accountancy	3,350	3,470
Depreciation and amortisation of owned assets	191,930	87,522
Depreciation of assets held under finance leases		
and hire purchase contracts	64,147	12,910
Pension costs	11,387	11,619
Charges for hire of other assets (included in direct costs)	213,116	101,475
	<del></del>	

#### 4. <u>Directors' emoluments</u>

	2003 £	2002 £
Directors' emoluments	206,424	182,252
Company contributions to money purchase schemes in relation to directors pensions	39,104	28,560

The above details include the following amounts in respect of the highest paid director:

Directors' emoluments	109,129	92,543
Company contributions to money purchase schemes in relation to directors pensions	31,183	19,800

2 (2002 - 2) directors are accruing benefits under a money purchase scheme.

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 AUGUST 2003

#### 5. Staff costs

The average number of persons employed by the company, including directors, during the year was as follows:

	<u>2003</u>	<u>2002</u>
Management	6	3
Administration	7	8
Tutors	157	118
	170	129
The aggregate payroll costs of these persons were as follows:		
	<u>2003</u>	<u>2002</u>
	£	£

	£	<u>£</u>
Wages and salaries	2,015,609	1,549,108
Social security	173,548	110,612
Other pension costs	50,491	40,179
	2,239,648	1,699,899

#### 6. Interest payable

interest payable	2003 £	2002 £
Interest payable - bank loans and overdraft and other loans repayable within five years	5,527	226
Finance charges payable - finance leases and hire purchase contracts	12,660	3,206
	18,187	3,432

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 AUGUST 2003

7.	Taxation on profit on ordinary activities

	2003 £	<u>2002</u> <u>£</u>
Analysis of charge in period	<u>=</u>	<u></u>
Current Tax:		
UK corporation tax on profits of the period	125,757	96,407
Adjustments in respect of previous period	1	74
Tax on profit on ordinary activities	125,758	96,481
		=====

# Factors affecting tax charge for year

The tax assessed for the year differs from the standard rate of corporation tax in the UK. The differences are explained below:

tax in the UK. The differences are explained below:	2003 <u>£</u>	$\frac{2002}{\underline{\mathfrak{t}}}$
Profit on ordinary activities before tax	388,567	389,791
Standard UK corporation tax rate:	24.66 %	23.20 %
Profit/(loss) on ordinary activities multiplied by standard UK corporation tax rate:	95,821	90,432
Effects of: Expenses not deductible for tax purposes Capital allowances in excess of depreciation Depreciation in excess of capital allowances Grant income Adjustments in respect of previous period	37,121 (1,970) - (6,165)	7,889 406 (2,320) 74
Current tax charge for the year	125,758	96,481

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 AUGUST 2003

# 8. <u>Dividends</u>

	2003 £	2002 £
Dividends paid Dividends proposed	152,400 195,000	43,200 47,400
	347,400	90,600

# 9. <u>Intangible fixed assets</u>

	<u>Lease</u> <u>Premium</u> <u>£</u>	Goodwill £	Total
Cost:	<u>~</u>	=	22
At 1 September 2002	28,000	171,200	199,200
At 31 August 2003	28,000	171,200	199,200
Amortisation:			
At 1 September 2002	3,500	49,500	53,000
Charge for the year	3,500	17,500	21,000
At 31 August 2003	7,000	67,000	74,000
Net book value:			
At 31 August 2003	21,000	104,200	125,200
	<del></del>		
At 31 August 2002	24,500	121,700	146,200
	<del></del>		

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

#### FOR THE YEAR ENDED 31 AUGUST 2003

#### 10. Tangible fixed assets

	<u>Land</u> and	<u>Plant</u> and	<u>Fixtures</u> and	<u>Motor</u>	
	Buildings 1	<u>Machinery</u>	<b>Fittings</b>	<u>Vehicles</u>	<u>Total</u>
	£	$\mathbf{\underline{\mathfrak{t}}}$	£	£	£
Cost:					
At 1 September 2002	87,545	58,736	128,765	54,194	329,240
Additions	447,884	133,134	62,286	-	643,304
At 31 August 2003	535,429	191,870	191,051	54,194	972,544
Depreciation:					<del></del> _
At 1 September 2002	15,298	15,472	88,633	15,465	134,868
Charge for the year	126,412	55,848	43,134	9,682	235,076
At 31 August 2003	141,710	71,320	131,767	25,147	369,944
Net book value:		<u>-</u>			
At 31 August 2003	393,719	120,550	59,284	29,047	602,600
At 31 August 2002	72,247	43,264	40,132	38,729	194,372

Included within land and buildings are short leasehold improvements with a net book value of £393,719.

Included within plant and machinery are assets with a net book value of £137,352 which are held under finance leases and hire purchase contracts.

#### 11. Stocks

Stocks	2003 £	2002 <u>£</u>
Work in progress	15,000	14,438

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 AUGUST 2003

12.	<u>Debtors</u>	2003 <u>£</u>	2002 <u>£</u>
	Due within one year:		
	Trade debtors	597,072	223,537
	Prepayments	34,898	24,000
		631,970	247,537
	Due after one year:	<del></del>	<del></del>
	Prepayments	17,500	17,500
		649,470	265,037
13.	Creditors - amounts falling due within one year		
		2003 £	<u>2002</u> <u>₹</u>
	Bank loans and overdrafts	11,222	13,537
	Trade creditors	40,079	61,473
	Corporation tax	125,757	96,407
	Other taxes and social security	105,838	85,873
	Obligations under finance leases and		
	hire purchase contracts	59,704	9,237
	Accruals and deferred income	947,983	335,577
	Proposed dividend	195,000	47,400
		1,485,583	649,504

Of the creditors falling due within one year £70,926 is secured.

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

#### **FOR THE YEAR ENDED 31 AUGUST 2003**

#### 14. Creditors - amounts falling due after more than one year

	<u>2003</u> <u>£</u>	2002 £
Bank loan accounts	131,348	_
Directors current accounts Obligations under finance leases and	224	224
hire purchase contracts	86,269	33,071
	217,841	33,295

Of the above creditors, the following amounts are repayable wholly or in part more than five years after balance sheet date:

Bank Loan 63,201 -

All the aforementioned bank loans are repayable by annual instalments with

Of the creditors falling due after more than one year £217,618 is secured.

#### 15. Provisions for Liabilities and Charges

	Provided		Provided Maximum potential Liability	
	2003 <u>£</u>	2002 £	2003 £	<u>2002</u> <u>£</u>
Accelerated capital allowances	-	-	2,403	1,511
	-	-	2,403	1,511
	<del></del>			

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

#### FOR THE YEAR ENDED 31 AUGUST 2003

16.	Share	capital

And the second	2003 £	<u>2002</u> <u>£</u>
Authorised Ordinary shares of £1 each	100	100
	£	<u>£</u>
Ordinary shares of £1 each	2	2
	<del></del>	

#### 17. Profit and loss account

	<u>2003</u>
Balance at 1 September 2002	576,934
Loss suffered for the year	(84,591)
Balance at 31 August 2003	492,343

# 18. Reconciliation of operating profit to net cash inflow from operating activities

	2003 <u>£</u>	2002 £
Operating profit	390,572	371,976
Depreciation charges	235,077	79,432
Amortisation	21,000	21,000
Profit on sale of tangible fixed assets	(25,000)	(2,603)
Increase in stocks	(562)	(14,438)
Increase in debtors	(384,433)	(176,195)
Increase/(Decrease) in creditors	610,977	(12,254)
Net cash flow from operating activities	847,631	266,918

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 AUGUST 2003

# 19. Gross cash flows

Gross cash nows	2003 £	2003 <u>£</u>	2002 £
Returns on investments and servicing of finance			
Interest received	16,182		21,247
Interest paid	(5,527)		(226)
Interest element of finance lease			
rental payments	(12,660)		(3,206)
		(2,005)	17,815
Capital expenditure			
Payments to acquire tangible			
fixed assets	(643,304)		(216,426)
Payments to acquire intangible	(0.1-,200)		(= : 0, := 0)
fixed assets	-		(39,200)
Receipts from fixed assets disposals	-		(7,397)
		(643,304)	(263,023)
<b>Financing</b>			
New loans	142,570		-
Capital element of finance lease	15.010		(0.55()
rental repayments	45,310		(3,776)
New finance lease and hire purchase contracts	58,355		46,084
			<del></del>
		246,235	42,308

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

# FOR THE YEAR ENDED 31 AUGUST 2003

# 20. Reconciliation of net cash flow to movement in net debt

	2003 <u>£</u>	<u>2003</u> <u>£</u>	2002 <u>£</u>
Increase/(Decrease) in cash in the year Cash inflow from increase in debt and lease financing	177,348 (246,235)		(48,327) (42,308)
Change in net funds resulting from cash flows		(68,887)	(90,635)
New finance leases	58,355		46,084
		(58,355)	(46,084)
Movement in net funds in the year		(127,242)	(136,719)
Net funds at 1 September 2002		583,843	674,478
Net funds at 31 August 2003		456,601	537,759

# NOTES TO THE FINANCIAL STATEMENTS (Continued)

#### **FOR THE YEAR ENDED 31 AUGUST 2003**

#### 21. Analysis of net fund

	Opening Balance <u>£</u>	Cash Flows £	Other Changes <u>£</u>	Closing Balance <u>£</u>
Net cash:				
Cash at bank	632,662	165,101	-	797,763
Cash in hand	7,026	(1,290)	-	5,736
	639,688	163,811		803,499
Bank overdraft	(13,537)	13,537	-	-
	626,151	177,348	-	803,499
Debts due within one year:				
Bank loans	-	(11,222)	_	(11,222)
Finance leases	(11,484)	-	(48,220)	(59,704)
	(11,484)	(11,222)	(48,220)	(70,926)
Debts due after one year:				
Bank loans	-	(131,348)	_	(131,348)
Finance leases	(21,587)	(54,547)	(10,135)	(86,269)
	(21,587)	(185,895)	(10,135)	(217,617)
Net fund/(debt)	659,222	(19,769)	(58,355)	514,956

#### 22. Leasing commitments

At 31 August 2003 the company had annual commitments under non-cancellable operating leases as detailed below:

Operating leases which expire:	<u>Land and</u> <u>Buildings</u> <u>2003</u> <u>£</u>	Land and Buildings 2002
Operating leases which expire.		
Within one year	214,559	213,116
Between one and five years	621,279	637,141
After five years	252,652	228,500
	1,088,490	1,078,757

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

#### FOR THE YEAR ENDED 31 AUGUST 2003

#### 23. Bank Loans and Obligations under finance leases and hire purchase contracts

The maturity of bank loan amount is as follows:

	2 <u>003</u>	2002 £
Amounts payable:	<b></b>	-
Within one year	11,222	13,537
Between one and five years	68,147	-
More than five years	63,201	-
		·
	142,570	33,071

The maturity of obligations under finance leases and hire purchase contracts amounts is as follows:

	2003 <u>£</u>	2002 £
Amounts payable:		
Within one year	59,704	11,484
Between one and five years	86,269	21,587
	<del></del>	
	145,973	33,071

#### 24. Pension costs

The company operates a defined contribution pension scheme and the amount charged to the profit and loss account is £50,491 (2002 - £40179).

#### 25. Transactions with directors and officers

During the year, an amount of £14,175 (2002 £14,175) was paid to Mr J Ridgeon and Ms L M Cummins in respect of rent relating to office premises owned by them.