# REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 1999

A14 COMPANIES HOUSE 0619 17/10*1*00

**REGISTERED NUMBER: 02870808** 

# FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 1999

Contents	Pages
Company information	1
Directors' report	2 - 3
Auditors' report	4
Profit and loss account	5
Balance sheet	6
Cash flow statement	7
Notes to the financial statements	8 - 13
The following pages do not form part of the statutory financial statements	
Detailed profit and loss statement	14 - 15

# COMPANY INFORMATION AT 31 JANUARY 1999

## **DIRECTORS**

M.Butler M.Lutos R.Sutton T.Wilkinson P.A.Cowan

## **SECRETARY**

A.McCarthy

M.C.Taylor

## REGISTERED OFFICE

Higgison House 381-383 City Road London EC1V 1NA

## **BUSINESS ADDRESS**

William Blake House 8 Marshall Street London W1V 2AJ

### **AUDITORS**

Higgisons Chartered Accountants Higgison House 381/383 City Road London EC1V 1NA

### **DIRECTORS' REPORT**

The directors present their annual report with the financial statements of the company for the year ended 31 January 1999.

### PRINCIPAL ACTIVITIES

The principal activity of the company in the year under review was that of an advertising agency.

The company was previously known as Butler Lutos Sutton Wilkinson Limited and changed its name to RPM3 Limited during the year.

### REVIEW OF THE BUSINESS

The net loss after providing for taxation amounted to £461,754.

### DIVIDENDS

No dividends were paid during the year and no recommendation is made as to dividends.

### POST BALANCE SHEET EVENTS

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations or the state of affairs of the company in financial years subsequent to the financial year ended 31 January 1999.

### INTRODUCTION OF THE SINGLE EUROPEAN CURRENCY

The introduction of the single European currency will not have a material impact on the company's activities.

### **DIRECTORS AND THEIR INTERESTS**

The directors in office in the year and their beneficial interests in the company at the balance sheet date and the beginning of the year (or on appointment if later) were as follows:

	Number	Number of Shares	
	1999	1998	
M.Butler	-	-	
M.Lutos	-	-	
R.Sutton	-	-	
T.Wilkinson	-	-	
P.A.Cowan	-	-	
M.C.Taylor	-	-	

Directors appointed during the year:

P.A.Cowan Appointed on 1 September 1998 M.C.Taylor Appointed on 1 September 1998

### **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 as at the end of the financial 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; and
- 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 maintaining 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.

### **DIRECTORS' REPORT**

## YEAR 2000 ISSUES

The directors have made an assessment of the year 2000 problem and they are confident that all their computer softwares and hardwares are year 2000 compliant.

### AUDITORS

The auditors, Higgisons, are deemed to be re-appointed in accordance with section 386 of the Companies Act 1985 by virtue of an elective resolution passed by the shareholders on 29 November 1999.

By order of the board:

A.McCarthy Secretary

Date: 29 November 1999

### AUDITORS' REPORT TO THE SHAREHOLDERS

We have audited the financial statements on pages 5 to 13 which have been prepared under the historical cost convention and on the basis of accounting policies set out on page 8.

### RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND AUDITORS

As described in the directors' report, 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 as to whether 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 affairs of the company as at 31 January 1999 and of its loss for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Higgisons

**Chartered Accountants** 

Higgison House 381/383 City Road London EC1V 1NA

Date: 29 November 1999

## PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 JANUARY 1999

	Notes	1999 £	1998 £
TURNOVER Cost of sales		15,785,640 14,240,355	17,692,127 16,577,833
GROSS PROFIT Administrative expenses		1,545,285 2,026,273	1,114,294 1,204,844
OPERATING LOSS	2	(480,988)	(90,550)
Investment income and interest receivable Interest payable and similar charges	3 4	20,207 (920)	34,134 (2,650)
LOSS ON ORDINARY ACTIVITIES BEFORE TAXATION		(461,701)	(59,066)
Tax on loss on ordinary activities	7	(53)	(2,737)
LOSS ON ORDINARY ACTIVITIES AFTER TAXATION		(461,754)	(61,803)

# **Continuing operations**

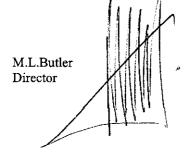
None of the company's activities were acquired or discontinued during the above two financial years.

**Total recognised gains and losses**The company has no recognised gains or losses other than the loss for the above two financial years.

# BALANCE SHEET AT 31 JANUARY 1999

			1999		1998
	Notes	£	£	£	£
FIXED ASSETS					
Intangible assets	8		4,833		5,833
Tangible assets	9		261,344		159,518
			266,177		165,351
CURRENT ASSETS					
Stocks	10	453,384		139,048	
Debtors	11	2,225,007		2,876,542	
Cash at bank and in hand	_	124,702		496,407	
		2,803,093		3,511,997	
CREDITORS: amounts falling due within one year	12	(3,833,406)		(3,979,730)	
NET CURRENT LIABILITIES	_		(1,030,313)		(467,733)
TOTAL ASSETS LESS CURRENT	1				
LIABILITIES			(764,136)		(302,382)
CAPITAL AND RESERVES					
Called up share capital	14		2		2
Profit and loss account	15		(764,138)		(302,384)
TOTAL SHAREHOLDERS'					
FUNDS	16		(764,136)		(302,382)

Approved by the board of directors on 29 November 1999 and signed on its behalf by:



# CASH FLOW STATEMENT FOR THE YEAR ENDED 31 JANUARY 1999

	Notes	1999 £	1998 £
Net cash outflow from operating activities	2	(289,516)	(869,710)
Returns on investments and servicing of finance	17	19,807	31,484
Taxation	17	(2,789)	-
Capital expenditure	17	(156,539)	(116,901)
Cash outflow before use of liquid resources and financing		(429,037)	(955,127)
Financing	17	-	(65,000)
DECREASE IN CASH IN THE YEAR		(429,037)	(1,020,127)
RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET FUNDS	18		
DECREASE IN CASH IN THE YEAR Cash outflow / (inflow) from movement in debt and lease financing		(429,037) -	(1,020,127) 65,000
Change in net debt resulting from cash flows		(429,037)	(955,127)
Movement in net debt in the year Net funds at 1 February 1998		(429,037) 478,760	(955,127) 1,433,887
Net funds at 31 January 1999		49,723	478,760

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 1999

### 1. STATEMENT OF ACCOUNTING POLICIES

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

### Turnover

Turnover represents the total invoice value, excluding value added tax, of goods sold and services rendered during the year.

### Goodwill

Goodwill is the difference between the amount paid on the acquisition of a business and the aggregate fair value of its separate net assets. Depending on the circumstances of each acquisition, goodwill is either set off directly against reserves or amortised through the profit and loss account over the directors' estimate of its estimated economic life.

### Depreciation of tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its useful life:

Improvements to premises2% on costMotor vehicles25% on costFixtures fittings and equipment20% - 25% on cost

### Work in progress

Work in progress is valued at the lower of the recoverable amounts of cost and estimated cost of outlays and materials incurred on behalf of clients, which have still to be recharged to clients.

### Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Exchange differences are taken into the profit and loss account for the year.

### Pension costs

The company operates a money purchase (defined contribution) pension scheme. Contributions payable to this scheme are charged to the profit and loss account in the period to which they relate. These contributions are invested separately from the company's assets.

### 2. OPERATING LOSS

Operating loss	1999	1998 £
After charging:	£	T.
Depreciation of fixed assets	54,712	24,977
Loss on disposal of tangible assets	· -	2,706
Amortisation of intangible assets	1,000	1,167
Auditors' remuneration	4,000	4,000
Loss on foreign currencies	<u>-</u>	8,124
After crediting:		
Profit on foreign currencies	42	

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 1999

# 2. OPERATING LOSS - (continued)

	Reconciliation of operating loss to net cash outflow from operating activities	1999 £	1998 £
	Operating loss	(480,988)	(90,550)
	Depreciation	54,712	24,977
	Amortisation	1,000	1,167
	Loss on disposal of fixed assets	(214 227)	2,706
	Increase in stocks Decrease / (increase) in debtors	(314,337) 651,535	(5,841) (139,877)
	Decrease in creditors	(201,438)	(662,292)
	Net cash outflow from operating activities	(289,516)	(869,710)
3.	INVESTMENT INCOME AND INTEREST RECEIVABLE		=
		1999 £	1998 £
	Interest received and receivable Bank interest	20,207	34,134
4.	INTEREST PAYABLE AND SIMILAR CHARGES		
		1999 £	1998 £
	On bank loans and overdrafts Other interest	400 520	2,650
		920	2,650
5.	INFORMATION ON DIRECTORS AND EMPLOYEES		
		1999 £	1998 £
	Staff costs	å.	£
	Wages and salaries	1,480,678	944,767
	Social security costs	133,574	94,902
	Other pension costs	22,000	25,667
		1,636,252	1,065,336

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 1999

# 5. INFORMATION ON DIRECTORS AND EMPLOYEES - (continued)

Directors' emoluments	1999 £	1998 £
Emoluments	479,221	248,313
Pension contributions to money purchase (defined contribution) schemes	22,000	25,667
	501,221	273,980

## 6. PENSION COSTS

## Money purchase (defined contribution) pension scheme

The company operates a money purchase (defined contribution) pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £22,000 (1998: £25,667).

### 7. TAX ON LOSS ON ORDINARY ACTIVITIES

		1999 £	1998 £
	The taxation charge comprises:		
	UK Corporation tax at 21% (1998 - 21%) Adjustment in respect of prior years	53	2,737
	Adjustment in respect of prior years		
		53	2,737
8.	INTANGIBLE FIXED ASSETS		Goodwill
	Contr		£
	Cost: At 1 February 1998 and at 31		
	January 1999		10,000
	Amortisation:		
	At 1 February 1998		4,167
	Charge for year		1,000
	At 31 January 1999		5,167
	Net book value:		
	At 31 January 1999		4,833
	At 31 January 1998		5,833

10.

11.

12.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 1999

# 9. TANGIBLE FIXED ASSETS

	Improvements to premises	Fixtures and fittings	Motor vehicles	Total
	£	£	£	£
Cost: At 1 February 1998 Additions	70,532	199,781 86,007	14,050 -	213,831 156,539
At 31 January 1999	70,532	285,788	14,050	370,370
<b>Depreciation:</b> At 1 February 1998 Charge for year	1,410	51,679 49,789	2,634 3,513	54,313 54,712
At 31 January 1999	1,410	101,468	6,147	109,025
Net book value: At 31 January 1999	69,122	184,320	7,903	261,345
At 31 January 1998		148,102	11,416	159,518
STOCKS			1999 £	1998 £
Short term work in progress			453,384	139,048
DEBTORS			1999 £	1998 £
Trade debtors Amounts owed by group undertaki Other debtors Prepayments and accrued income	ngs		2,067,462 500 123,208 33,837	2,706,253 500 82,567 87,222
			2,225,007	2,876,542
CREDITORS: amounts falling du	e within one year			
			1999 £	1998 £
Bank loans and overdrafts Trade creditors			74,979 3,476,445	17,647 3,719,207 2,737
Corporation tax				
Corporation tax Other taxes and social security cost Other creditors Accruals and deferred income	ts		76,618 6,980 198,384	112,649 12,348 115,142

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 1999

13.	BORROWINGS		
		1999 £	1998 £
	The company's borrowings are repayable as follows Up to one year and on demand	74,979	17,647
14.	SHARE CAPITAL		
		1999 £	1998 £
	Authorised:	~	~
	Equity interests: 100,000 Ordinary shares of £1 each	100,000	100,000
	Allotted, called up and fully paid:  Equity interests: 2 Ordinary shares of £1 each	2	2
15.	PROFIT AND LOSS ACCOUNT		
		1999 £	1998 £
	Accumulated loss at 1 February 1998 Loss at 31 January 1999	(302,384) (461,754)	(240,581) (61,803)
	Accumulated loss at 31 January 1999	(764,138)	(302,384)
16.	RECONCILIATION OF MOVEMENTS IN SHAREHOLDER	RS' FUNDS	
		1999	1998
		£	£
	Loss for the financial year	(461,754)	(61,803)
	Opening shareholders' funds	(302,382)	(240,579)
	Closing shareholders' funds	(764,136)	(302,382)
	Represented by:-	(7/1 12/)	(202.202)
	Equity interests	(764,136)	(302,382)

18.

# 17. ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN THE CASH FLOW STATEMENT

34,134 (2,650) 31,484
31 484
=====
-
(124,755) 7,854
(116,901)
(65,000)
(65,000)
1999 £
124,702 (74,979)
49,723

### 19. ULTIMATE PARENT COMPANY

The company is owned by Butler Lutos Sutton Wilkinson Group Limited and the ultimate parent company is Blake Communications Limited.Both companies are incorporated in England.

### 20. RELATED PARTY DISCLOSURES

During the year the company had the following transactions with companies related to the directors: Lewis Broadbent Advertising Limited was charged £130,000 for creative art direction. The company was charged £214,000 for management and accommodation charges and £400,689 for commission by Connell,May & Steavenson Limited, £198,885 for artwork by Lewis Broadbent Advertising Limited, and £18,333 for consultancy services by Martin Butler Associates Limited.

There was a net amount due to companies related to the directors at 31 January 1999 of £125,439.