

**Forest Training Services Limited  
Annual Report  
for the period ended 31 July 1995**

Registered No. 2879342



# **Forest Training Services Limited**

## **Annual Report for the period ended 31 July 1995**

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**Directors' Report  
for the period ended 31 July 1995**

The directors present their report and the audited financial statements for the period ended 31 July 1995.

**Principal activity**

The principal activity of the company is the provision of commercial training courses and consultancy.

**Review of business and future developments**

The company was incorporated on 9 December 1993 and commenced trading on 1 July 1994. The accounting reference date is 31 July, in line with that of its parent undertaking, Waltham Forest College. These accounts cover the 13 month period to 31 July 1995.

The profit and loss account for the period is set out on page 4. Both level of business and the period end financial position were satisfactory, and the directors expect that the level of activity will be sustained for the foreseeable future.

**Charitable donations**

The company has covenanted 100% of its annual profit before tax to Waltham Forest College of which it is a wholly owned subsidiary company. The covenanted payment for the period ended 31 July 1995 amounted to £71,175 after deduction of tax.

**Dividends and transfers to reserves**

The directors do not recommend the payment of a dividend. The company has made neither profit nor loss for the period.

**Directors**

The directors of the company at 31 July 1995, all of whom have been directors for the whole of the period ended on that date, are listed below:

Mr M J Bourke (Chairman)

Mr W L J T Card (Company Secretary)

MR L R Conley

Mr M C Fish

**Directors' Report  
for the period ended 31 July 1995 (continued)**

**Directors' interests**

The directors of the company have no interests in the shares of the company.

**Insurance of directors**

The company maintains insurance for the directors in respect of their duties as directors of the company.

**Taxation status**

The company is a close company as defined by the provisions of Income and Corporation Taxes Act 1988.

**Directors' responsibilities**

The directors are required by UK company law to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for that period.

The directors confirm that suitable accounting policies have been used and applied consistently and reasonable and prudent judgements and estimates have been made in the preparation of the financial statements for the period ended 31 July 1995. The directors also confirm that applicable accounting standards have been followed and that the financial statements have been prepared on the going concern basis.

The directors are responsible for keeping proper accounting records, for taking reasonable steps to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

**Auditors**

A resolution to reappoint the auditors, Coopers & Lybrand, will be proposed at the annual general meeting.

**By order of the board**



**Mr W L J T Card**  
**Company Secretary**  
20 February 1996

**Report of the auditors to the members of  
Forest Training Services Limited**

We have audited the financial statements on pages 4 to 9.

**Respective responsibilities of directors and auditors**

As described on page 2 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.

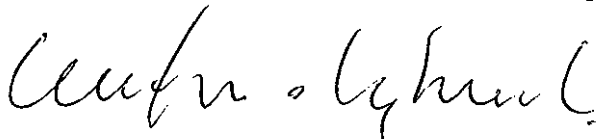
**Basis of opinion**

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 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 at 31 July 1995 and of its result and cash flows for the period then ended and have been properly prepared in accordance with the Companies Act 1985.



**Coopers & Lybrand**  
**Chartered Accountants and Registered Auditors**  
London

~~20 February 1996~~

21 March 1996

# Forest Training Services Limited

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## Profit and loss account for the period ended 31 July 1995

	Notes	1995 £
<b>Turnover - continuing operations</b>	2	<b>315,633</b>
Cost of sales - continuing operations		<b>(210,002)</b>
		<hr/>
Gross profit		<b>105,631</b>
Net operating expenses - continuing operations	3	<b>(10,731)</b>
		<hr/>
<b>Operating profit - continuing operations</b>		<b>94,900</b>
Interest receivable and similar income		-
		<hr/>
		<b>94,900</b>
Covenanted payment	5	<b>(94,900)</b>
		<hr/>
<b>Profit on ordinary activities before taxation</b>	5	-
Tax on profit on ordinary activities	6	-
		<hr/>
<b>Retained profit for the financial year</b>	12	-
		<hr/> <hr/>

The company has no recognised gains and losses other than the profits above and therefore no separate statement of total recognised gains and losses has been presented.

There is no difference between the profit on ordinary activities before taxation and the retained profit for the year stated above, and their historical cost equivalents.

# Forest Training Services Limited

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## Balance sheet at 31 July 1995

	Notes	1995 £
<b>Fixed assets</b>	7	6,044
<b>Current assets</b>		
Debtors	8	52,579
Cash at bank and in hand		22,332
		<hr/>
		80,955
		<hr/>
Creditors: amounts falling due within one year	9	80,855
		<hr/>
<b>Net current liabilities</b>		100
<b>Total assets less current liabilities</b>		100
		<hr/>
<b>Capital and reserves</b>		
Called up share capital	10	100
Profit and loss account		-
		<hr/>
<b>Equity shareholders' funds</b>		100
		<hr/>

The financial statements on pages 4 to 9 were approved by the board of directors on 20 February 1996 and were signed on its behalf by:

M. J. Bourke

M J Bourke  
Director



W L J T Card  
Director

**Cashflow statement  
for the period ended 31 July 1995**

	Notes	1995 £
<b>Net cash inflow from continuing operating activities</b>		<b>125,191</b>
<b>Investing activities and servicing of finance</b>		
Payment to acquire tangible fixed assets		(8,059)
Covenant to Waltham Forest College		(94,900)
<b>Taxation</b>		
UK corporation tax paid		-
<b>Net cash inflow before financing</b>		<b>22,232</b>
<b>Financing</b>		
Issue of shares	12	100
<b>Increase in cash and cash equivalents</b>	13	<b>22,332</b>

**Reconciliation of operating profit to net cash inflow from operating activities**

	1995 £
<b>Continuing operating activities</b>	
Operating profit	94,900
Increase in other creditors	80,855
Increase in other debtors	(52,579)
Depreciation	2,015
<b>Net cash inflow from continuing operating activities</b>	<b>125,191</b>



**Notes to the financial statements  
for the period ended 31 July 1995****1 Principal accounting policies**

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom. A summary of the more important accounting policies, which have been applied consistently, is set out below.

**Basis of accounting**

The financial statements are prepared in accordance with the historical cost convention.

**Turnover**

Turnover, which excludes value added tax and trade discounts, represents the invoiced value of goods and services supplied.

**Fixed assets - equipment**

Equipment costing less than £500 per individual item is written off to the income and expenditure account in the period of acquisition. All other equipment is capitalised at cost. Equipment is depreciated on a 25 per cent reducing balance basis.

**2 Turnover**

Turnover consists entirely of sales made in the United Kingdom

**3 Net operating expenses**

	<b>1995</b>
	<b>£</b>
<b>Continuing operations</b>	
Administrative expenses	8,731
Auditors remunerations	2,000
	<u>10,731</u>

**4 Employee information**

The company had no employees other than directors who received no remuneration.

# Forest Training Services Limited

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## 5 Profit on ordinary activities before taxation

1995

£

Covenanted payment

94,900

## 6 Tax on profit on ordinary activities

No tax arises on the result for the period.

## 7 Fixed assets

	Equipment £	Total £
<b>Cost</b>		
Purchased in period	8,059	8,059
<b>Depreciation</b>		
Charge for the period	2,015	2,015
<b>Net book value at 31 July 1995</b>	6,044	6,044

## 8 Debtors

1995

£

Amounts falling due within one year

Trade Debtors

52,579

52,579

## 9 Creditors: amounts falling due within one year

1995

£

Other creditors

80,855

# Forest Training Services Limited

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## 10 Called up share capital

	<b>1995</b>
	<b>£</b>
<b>Authorised, allotted, called up and fully paid</b>	
100 ordinary shares of £1 each	<u>100</u>

The shares were issued at par on the date of incorporation to provide the initial capital of the company.

## 11 Reconciliation of movements in shareholders' funds

	<b>1995</b>
	<b>£</b>
Opening shareholders' funds	-
Issue of shares	100
	<u>100</u>
<b>Closing shareholders' funds</b>	<u><u>100</u></u>

## 12 Analysis of changes in financing during the period

	<b>1995</b>
	<b>Share capital</b>
	<b>£</b>
Issue of shares	100
<b>At 31 July 1995</b>	<u><u>100</u></u>

## 13 Cash and cash equivalents

	<b>1995</b>
	<b>£</b>
<b>Changes in the period</b>	
Net cash flow	22,332
<b>At 31 July 1995</b>	<u><u>22,332</u></u>

## 14 Parent undertaking

The company is a wholly owned subsidiary of Waltham Forest College, incorporated under the Further and Higher Education Act 1992.