# AUDLEY TRAVEL GROUP LIMITED DIRECTORS' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2003

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## **AUDLEY TRAVEL GROUP LIMITED**

#### **COMPANY INFORMATION**

**Directors** C Burkinshaw

J E Brewer

Secretary J E Brewer

Company number 3190720

Registered office 6 Willows Gate

Stratton Audley

Bicester Oxfordshire OX 27 9AU

Auditors HLB AV Audit plc

66 Wigmore Street

London W1U 2HQ

Bankers Barclays Bank Pic

P O Box 15161 50 Pall Mall London SW1Y 5AX

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## **AUDLEY TRAVEL GROUP LIMITED**

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# DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2003

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

#### Principal activities and review of the business

The principal activity of the company continued to be that of holiday tour operator and computer consultancy.

The results for the year and the financial position at the year end were considered satisfactory by the directors who expect continued growth in the foreseeable future.

#### Results and dividends

The results for the year are set out on page 3.

#### **Directors**

The following directors have held office since 1 January 2003:

C Burkinshaw

J E Brewer

#### **Directors' interests**

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

	Ordinary snares of £1 each		
	31 December 2003	1 January 2003	
C Burkinshaw	20,000	20,000	
J E Brewer	20,000	20,000	

#### **Auditors**

In accordance with section 385 of the Companies Act 1985, a resolution proposing that HLB AV Audit plc 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 Burkinshaw

64

Director

17/3/2064

# INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF AUDLEY TRAVEL GROUP LIMITED

We have audited the financial statements of Audley Travel Group Limited on pages 3 to 15 for the year ended 31 December 2003. 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 the directors and auditors

As described in the statement of directors' responsibilities on page 1 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 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 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 December 2003 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

**HLB AV Audit plc** 

Hes scholale

**Registered Auditor** 

17 Mar 2004

66 Wigmore Street London W1U 2HQ

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2003

	Notes	Year ended 31 December 2003 £	Period ended 31 December 2002 £
Turnover	2	5,425,403	5,031,888
Cost of sales		(4,299,194)	(3,796,588)
Gross profit		1,126,209	1,235,300
Distribution costs Administrative expenses		(189,651) (735,439)	(261,895) (577,025)
Operating profit	3	201,119	396,380
Other interest receivable and similar income	4	6,338	3,717
Profit on ordinary activities before taxation		207,457	400,097
Tax on profit on ordinary activities	5	(62,463)	(119,370)
Profit on ordinary activities after taxation		144,994	280,727
Dividends	6	•	(125,009)
Retained profit for the year	14	144,994	155,718

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 DECEMBER 2003

•	Year ended 31 December 2003 £	Period ended 31 December 2002 £
Profit for the financial year	144,994	280,727
Prior year adjustment	-	65,358
Total gains and losses recognised since last financial statements	144,994	346,085

# BALANCE SHEET AS AT 31 DECEMBER 2003

·		200	03	20	02
	Notes	£	£	£	£
Fixed assets					
Tangible assets	7		44,130		42,107
Investments	8		1,002		
			45,132		42,107
Current assets					
Stocks	9	-		65,303	
Debtors	10	1,534,300		979,200	
Cash at bank and in hand		719,233		358,421	
		2,253,533		1,402,924	
Creditors: amounts falling due within					
one year	11	(1,662,140)		(953,500)	
Net current assets			591,393		449,424
Total assets less current liabilities			636,525		491,531
Creditors: amounts falling due after					
more than one year	12		(122,500)		(122,500)
			514,025		369,031
					<del></del>
Capital and reserves					
Called up share capital	13		40,000		40,000
Profit and loss account	14		474,025		329,031
Shareholders' funds - equity interests	15		514,025		369,031

C Burkinshaw
Director

# CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2003

•	;	Year ended 31 December 2003	31	Period ended December 2002
	£	£	£	£
Net cash inflow from operating activities	·	492,165		343,116
Returns on investments and servicing of finance				
Interest received	6,338		3,717	
Net cash inflow for returns on investments and servicing of finance		6,338		3,717
_				
Taxation		(84,820)		(24,614)
Capital expenditure Payments to acquire tangible assets	(20,102)		(40,462)	
Net cash outflow for capital expenditure		(20,102)	<del></del>	(40,462)
Acquisitions and disposals Purchase of subsidiary undertakings (net of cash acquired)	(1,002)			
Net cash outflow for acquisitions and disposals		(1,002)		-
Equity dividends paid		<u>-</u>		(113,009)
Net cash inflow before management of liquid resources and financing		392,579		168,748
Financing Other new long term loans	-		122,500	
Net cash (outflow)/inflow from financing		<u>-</u>		122,500
Increase in cash in the year		392,579		291,248

# NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2003

1	Reconciliation of operating profit to net activities	t cash inflow from o	perating	2003	2002
				3	£
	Operating profit			201,119	396,380
	Depreciation of tangible assets			18,079	18,046
	Decrease/(increase) in stocks			65,303	(6,803)
	Increase in debtors			(555,100)	(765,508)
	Increase in creditors within one year			762,764	701,001
	Net cash inflow from operating activities	<b>2S</b>		492,165	343,116
2	Analysis of net funds	1 January 2003	Cash flow	Other non- cash changes	31 December 2003
		£	£	£	£
	Net cash:				
	Cash at bank and in hand	358,421	360,812	-	719,233
	Bank overdrafts	(31,767)	31,767		
		326,654	392,579	-	719,233
	Debt:	<del></del>			
	Debts falling due after one year	(122,500)	-	-	(122,500)
	Net funds	204,154	392,579		596,733
				<del>-11</del> =	
3	Reconciliation of net cash flow to move	ement in net funds		2003	2002
				£	£
	Increase in cash in the year			392,579	291,248
	Cash inflow from increase in debt				(122,500)
	Movement in net funds in the year			392,579	168,748
	Opening net funds			204,154	35,406
	Closing net funds			596,733	204,154

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2003

#### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

#### 1.2 Compliance with accounting standards

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

#### 1.3 Turnover

Turnover is recognised at the point at which the travel booking is agreed with the customer.

#### 1.4 Research and development

Research expenditure is written off to the profit and loss account in the year in which it is incurred. Development expenditure is written off in the same way unless the directors are satisfied as to the technical, commercial and financial viability of individual projects. In this situation, the expenditure is deferred and amortised over the period during which the company is expected to benefit.

#### 1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment

30% reducing balance

Fixtures and fittings

30% reducing balance

Motor vehicles

30% reducing balance

#### 1.6 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

#### 1.7 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

#### 1.8 Stock

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

#### 1.9 Deferred taxation

Where material, deferred tax is provided in full, as required by FRS 19 - Deferred Tax, in respect of timing differences between the treatment of certain items for taxation and accounting purposes. Deferred tax is not discounted.

#### 1.10 Group accounts

The financial statements present information about the company as an individual undertaking and not about its group. The company and its subsidiary undertaking comprise a medium-sized group. The company has therefore taken advantage of the exemptions provided by section 248 of the Companies Act 1985 not to prepare group accounts.

#### 1.11 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to profit and loss account.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

•	Tilvesaver
~	Turnover

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

3	Operating profit	2003 £	2002 £
	Operating profit is stated after charging:		
	Depreciation of tangible assets	18,079	18,046
	Research and development	55	-
	Operating lease rentals	2,707	4,504
	Auditors' remuneration	10,000	5,000
		<del></del>	<del></del>
4	Investment income	2003	2002
		£	£
	Powle interest	e 229	
	Bank interest	6,338	
_	Pavakian	2002	0000
5	Taxation	2003 £	2002 £
	Domestic current year tax	~	~
	U.K. corporation tax	49,720	101,684
	Adjustment for prior years	12,743	17,686
		<del></del>	
	Current tax charge	62,463	119,370
	Factors affecting the tax charge for the year		
	Profit on ordinary activities before taxation	207,457	400,097
	Profit on ordinary activities before taxation multiplied by standard rate of UK	00 007	400.000
	corporation tax of 30.00% (2002: 30.00%)	62,237	120,029
	Effects of:		
	Non deductible expenses	1,555	332
	Depreciation add back	5,424	5,414
	Capital allowances	(4,778)	(11,477)
	Adjustments to previous periods	12,743	17,686
	Marginal relief	(14,718)	-
	Other tax adjustments	<u>.                                    </u>	(12,614)
		226	(659)
	Current tax charge	62,463	119,370
			=

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

6	Dividends			2003 £	2002 £
	Ordinary interim paid			-	113,009
	Ordinary final proposed				12,000
				-	125,009
7	Tangible fixed assets				
		ComputerFix equipment	tures and fittings	Motor vehicles	Total
		£	£	£	£
	Cost		_	~	~
	At 1 January 2003	74,636	9,820	6,530	90,986
	Additions	18,229	1,873	-	20,102
	At 31 December 2003	92,865	11,693	6,530	111,088
	Depreciation	<del></del>		<del></del>	
	At 1 January 2003	38,729	8,191	1,959	48,879
	Charge for the year	15,657	1,051	1,371	18,079
	At 31 December 2003	54,386	9,242	3,330	66,958
	Net book value	<del></del>			
	At 31 December 2003	38,479	2,451	3,200	44,130
	At 31 December 2002	35,907	1,629	4,571	42,107
		·			

#### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

#### Fixed asset investments

Shares in subsidiary undertakings

Cost

At 1 January 2003 Additions

1,002

At 31 December 2003

1,002

#### Holdings of more than 20%

The company holds more than 20% of the share capital of the following companies:

Company	Country of registration or	Shares held	
	incorporation	Class	%
Subsidiary undertakings			
African Journeys Limited	United Kingdom	Ordinary	100
journeyfactory.com Limited	United Kingdom	Ordinary	100

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

Capital ar	ıd	Profit for the
reserve	<b>.</b> S	year
200	)3	2003
	£	£
African Journeys Limited	2	-
journeyfactory.com Limited 1,00	0	-
	_	<del></del>

9	Stocks	2003 £	2002 £
	Finished goods and goods for resale	-	65,303

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

10	Debtors	2003	2002
		£	£
	Trade debtors	1,397,861	947,003
	Other debtors	27,627	13,525
	Prepayments and accrued income	108,812	18,672
		1,534,300	979,200
11	Creditors: amounts falling due within one year	2003	2002
		3	3
	Bank loans and overdrafts	-	31,767
	Trade creditors	1,516,179	783,837
	Bills of exchange payable	-	84
	Amounts owed to subsidiary undertakings	1,002	-
	Corporation tax	92,399	114,756
	Other taxes and social security costs	23,321	13,199
	Directors' current accounts	2,411	3,393
	Other creditors	12,458	1,464
	Accruals and deferred income	14,370	5,000 ——-
		1,662,140	953,500
	The directors, C Burkinshaw and J E Brewer, have provided the bank £40,000 each.	with personal guarante	ees limited to
12	Creditors: amounts falling due after more than one year	2003 £	2002 £
	Other loans	122,500	122,500

The above loan has been subordinated by C Burkinshaw and J E Brewer in favour of the Civil Aviation Authority and is not to be repaid without the consent of the Civil Aviation Authority.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

13	Share capital	2003	2002
	Authorised	£	£
	100,000 Ordinary shares of £1 each	100,000	100,000
	Allotted, called up and fully paid		
	40,000 Ordinary shares of £1 each	40,000	40,000
	•		
14	Statement of movements on profit and loss account		
			Profit and
			loss account
			£
	Balance at 1 January 2003		329,031
	Retained profit for the period		144,994
	Balance at 31 December 2003		474,025
15	Reconciliation of movements in shareholders' funds	2003	2002
		£	3
	Profit for the financial year	144,994	280,727
	Dividends		(125,009) ———
	Net addition to shareholders' funds	144,994	155,718
	Opening shareholders' funds	369,031	213,313
	Closing shareholders' funds	514,025	369,031

#### 16 Contingent liabilities

The company has given the following bond to the Civil Aviation Authority:

£500,000 from 27 March 2003 to 30 September 2004 (2002: £285,000 from 29 March 2002 to 30 September 2003, £38,000 from 9 October 2002 to 30 September 2003 and £75,578 from 23 January 2003 to 30 September 2003).

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

#### 17 Financial commitments

At 31 December 2003 the company had annual commitments under non-cancellable operating leases as follows:

		Land and buildings		Othe	
		2003	2002	2003	2002
		3	£	£	£
	Expiry date:				
	Within one year	35,810	34,236	-	3,810
			<del></del>	<del></del>	
18	Directors' emoluments			2003	2002
				£	3
	Emoluments for qualifying services			24,000	30,000

The number of directors for whom retirement benefits are accruing under money purchase pension schemes amounted to 2 (2002- 2).

#### 19 Employees

#### **Number of employees**

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

yeal was.	2003 Number	2002 Number
	31	21
Employment costs	£	£
Wages and salaries Social security costs	500,014 45,577	380,876
	545,591 ————————————————————————————————————	412,823

#### 20 Control

The company is under the control of its two directors.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

#### 21 Related party transactions

The company has incurred expenses of £100,099 (2002: £100,098) which relate to Prosoma Limited and these were recharged by way of a management charge. At the end of the year Prosoma Limited owed the company £220,575 (2002: £219,820). Prosoma Limited is a company owned by the directors.

At the balance sheet date the company owed C Burkinshaw £2,411 (2002: £2,775) and was owed £26,710 (2002: owed to £618) by J E Brewer. J E Brewer's overdrawn loan account has been cleared since the year end by way of a dividend.