# **DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 JUNE 2003

**COMPANY NUMBER:3208975** 

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## **COMPANY INFORMATION**

**DIRECTORS** 

B Brain

P Whitehead C Crompton P Clapton

**SECRETARY** 

K Broad

**COMPANY NUMBER** 

3208975

**REGISTERED OFFICE** 

2 Temple Back East

Temple Quay Bristol BS1 6EG

**AUDITORS** 

Bentley Jennison

Chartered Accountants & Registered Auditors

Howard House Queens Avenue

Clifton Bristol BS8 1QT

### DIRECTORS' REPORT For the year ended 30 June 2003

The directors present their report and the financial statements for the year ended 30 June 2003.

#### STATEMENT OF 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;
- 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 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.

#### PRINCIPAL ACTIVITIES AND REVIEW OF BUSINESS

The principal activity and focus of the company remains the supply of communications products and systems to the utility markets.

During the course of the year the company moved to a new purpose built building. This provides a better working environment for staff with facilities better able to support future expansion plans.

Sales of RFL Electronics Inc. products were lower than in previous years as a consequence of restructuring and project delays within the UK power industry. The company were hence more reliant on the provision of engineering services and whilst this had an impact on turnover we remained profitable.

In summary the company has had a successful year, increasing its experience and the competence of staff through the supply of an extended range of services and products.

The board would like to thank both staff and investors for their continued support throughout the year.

The profit for the year, after taxation, amounted to £30,593 (2002 - £41,753).

The directors do not recommend the payment of a dividend. (2002 - £10,400).

#### **DIRECTORS**

The directors who served during the year and their beneficial interests in the company's issued share capital were:

	£1 ordinary shares of £1 each		
	<u>30/6/03</u>	<u>1/7/02</u>	
B Brain	44,334	43,334	
P Whitehead	16,600	15,600	
C Crompton	15,600	15,600	
P Clapton	7,450	5,200	

During the year share options have been granted to P Clapton for the purchase of a further 500 shares, within a 12 month period.

## DIRECTORS' REPORT For the year ended 30 June 2003

#### COMPANY'S POLICY FOR PAYMENT OF CREDITORS

It is the company policy to settle all debts with its creditors on a timely basis, taking account of the credit period given by each supplier. The trade creditor days at the balance sheet date were 34.

#### **PURCHASE OF OWN SHARES**

4,400 ordinary £1 shares were repurchased by the company during the year from a minority shareholder who wished to dispose of his shareholding. Shares were offered to existing shareholders in accordance with the Pre-emption procedure specified in the company's Articles of Association and the company purchased the balance of shares not taken up as the directors did not wish to diversify the shareholder profile. These shares represent 2.1% of the total shares previously in issue. The consideration for these shares was £7,700.

#### **FUTURE DEVELOPMENTS**

RFL has identified and intends to pursue several emerging opportunities:

#### **Customer Services**

The engineering services side of the business has been strengthened to include several new offerings including 24Hour, 7 Day a week emergency customer support.

As the system side of the business has expanded this brings opportunities for involvement in installation, maintenance and support. Through careful co-ordination and management this side of the business has and will continue to expand.

#### **Products**

The strategy of finding new product suppliers continues and it is the intention to introduce several new product lines to complement existing relationships with RFL Electronics, Keymile and Westronics.

### **RESEARCH AND DEVELOPMENT ACTIVITIES**

In order to meet the development objectives RFL will invest in minor re-design/modification works to standard off the shelf products to meet the demands of utility customers.

This will include the hardening of the Keymile multiplexer and its type approval to utility specifications and the development of an out of band VF filter.

#### **AUDITORS**

The auditors, Bentley Jennison, will be proposed for reappointment in accordance with section 385 of the Companies Act 1985.

This report was approved by the board on 🕮 വാധ്യാത്ത് and signed on its behalf.

**B Brain** Chairman

### INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF RFL COMMUNICATIONS PLC

We have audited the financial statements of RFL Communications Plc for the year ended 30 June 2003 set out on pages 4 to 15. These financial statements have been prepared under the historical cost convention and the accounting policies set out on page 7.

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

As described in the Statement of Directors' Responsibilities 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 30 June 2003 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

**Bentley Jennison** 

Chartered Accountants Registered Auditors 1 Journal 500 A

Howard House Queens Avenue Clifton Bristol BS8 1QT

# PROFIT AND LOSS ACCOUNT For the year ended 30 June 2003

	Note	2003 £	2002 £
TURNOVER	1, 2	1,472,214	2,009,217
Cost of sales		(965,992)	(1,367,078)
GROSS PROFIT		506,222	642,139
Administrative expenses		(469,314)	(595,742)
OPERATING PROFIT	3	36,908	46,397
Interest receivable		1,271	5,821
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		38,179	52,218
TAX ON PROFIT ON ORDINARY ACTIVITIES	6	(7,586)	(10,465)
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION		30,593	41,753
DIVIDENDS - On equity shares	7		(10,400)
RETAINED PROFIT FOR THE FINANCIAL YEAR	14	30,593	31,353

All amounts relate to continuing operations.

There were no recognised gains and losses for 2003 or 2002 other than those included in the profit and loss account.

The notes on pages 7 to 15 form part of these financial statements.

# BALANCE SHEET As at 30 June 2003

		200	)3	2002	<u> </u>
	Note	£	£	£	£
FIXED ASSETS					
Tangible fixed assets	8		45,233		27,460
CURRENT ASSETS					
Stocks	9	38,990		89,461	
Debtors	10	359,675		305,626	
Cash at bank		215,424		329,023	
		614,089		724,110	
CREDITORS: amounts falling due within one year	11	(166,820)		(280,306)	
NET CURRENT ASSETS			447,269		443,804
TOTAL ASSETS LESS CURRENT LIABIL	ITIES		492,502		471,264
PROVISIONS FOR LIABILITIES AND CHARGES					
Other provisions	12		(4,644)		(6,299)
NET ASSETS			487,858		464,965
CAPITAL AND RESERVES					
Called up share capital	13		203,600		208,000
Capital redemption reserve	14		4,400		-
Profit and loss account	14		279,858		256,965
SHAREHOLDERS' FUNDS - All Equity	15		487,858		464,965

The financial statements were approved by the board on  $33^{nd}$  December 3003 and signed on its behalf.

**B Brain** Chairman

The notes on pages 7 to 15 form part of these financial statements.

# CASH FLOW STATEMENT For the year ended 30 June 2003

	Note	2003 £	2002 £
Net cash flow from operating activities	16	(47,451)	249,734
Returns on investments and servicing of finance	17	1,271	5,821
Taxation		(8,339)	(15,919)
Capital expenditure and financial investment	17	(40,980)	(29,109)
Equity dividends paid		(10,400)	(20,800)
CASH (OUTFLOW)/INFLOW BEFORE MANAGEMENT OF LIQUID RESOURCES AND FINANCING		(105,899)	189,727
Management of liquid resources	17	170,000	(45,000)
Financing	17	(7,700)	
INCREASE IN CASH IN THE YEAR		56,401	144,727

# RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET FUNDS (NOTE 18) For the year ended 30 June 2003

2003 £	2002 £
56,401	144,727
(170,000)	45,000
(113,599)	189,727
329,023	139,296
215,424	329,023
	£ 56,401 (170,000) (113,599) 329,023

The notes on pages 7 to 15 form part of these financial statements.

### NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

#### 1. **ACCOUNTING POLICIES**

#### 1.1 Basis of preparation of financial statements

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

#### 1.2 Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, exclusive of Value Added Tax and trade discounts.

#### 1.3 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 of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Leasehold improvements

over the life of the lease

Plant and equipment

over 3 or 4 years straight line

Motor vehicles Fixtures & Fittings 33 1/3% straight line 15% reducing balance

### 1.4 Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the profit and loss account on the straight line basis over the lease term.

#### 1.5 Stocks and work in progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Costs include all costs directly attributable to the job.

#### 1.6 Deferred taxation

Provision is made in full for all taxation deferred in respect of timing differences that have originated but not reversed by the balance sheet date, except for gains on disposal of fixed assets which will be rolled over into replacement assets. No provision is made for taxation on permanent differences.

Deferred tax assets are recognised to the extent that it is more likely than not that they will be recovered.

#### 1.7 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 ruling on the date of the transaction. Exchange differences are taken into account in arriving at the operating profit.

#### 1.8 Research and development

Research and development expenditure that is capitalised is included within intangible fixed assets and amortised in line with the revenue source that the asset subsequently generates. Expenditure on research and development that is not capitalised is charged to the profit and loss account in the year to which it relates. Uninvoiced research and development costs to be fully funded by customers are carried forward as work as progress.

#### 1.9 Pensions

The company operates a defined contribution pension scheme consisting of a group of individual personal pension schemes to which RFL contributes a fixed percentage of gross salary. The pension charge represents the amounts payable by the company to the fund in respect of the year.

# NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

2.	TURNOVER		
	The whole of the turnover is attributable to the principal activity of the co	empany.	
	A geographical analysis of turnover is as follows:	2003	2002
		£	£
	United Kingdom Europe	868,170 406,246	995,759 805,267
	Rest of the World	197,798	208,191
		1,472,214	2,009,217
3.	OPERATING PROFIT		
	The operating profit is stated after charging:		
		2003	2002
		£	£
	Depreciation of tangible fixed assets:	20.455	40 500
	- owned by the company Auditors' remuneration	20,455 6,700	16,580 7,300
	Operating lease rentals:	-,	,,
	- plant and machinery	12,820	24,503
	Difference on foreign exchange Research and development expenditure written off	2,064 3,423	2,378 43,190
			·
4.	STAFF COSTS		
	Staff costs, including directors' remuneration, were as follows:		
		2003 £	2002 £
	Wages and salaries	340,051	316,080
	Social security costs	20,452	25,127
	Other pension costs	7,653	9,992
		368,156 	351,199 ———
	The average monthly number of employees, including directors, during t	he year was as follo	ws:
		2003	2002
	Sales and consultancy	2	4
	Administration	8	6
	Technical	<u> </u>	4
		15	14

# NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

DIRECTORS' REMUNERATION		
	2003 £	2002 £
Emoluments	77,711 =	66,747
Company pension contributions to money purchase pension schemes	3,250 =	2,756
During the year retirement benefits were accruing to 1 director (2002 - 1) pension schemes.	) in respect of m	oney purcha
TAXATION		
	2003	2002
	£	£
Analysis of tax charge in year		
UK corporation tax on profits of the year Adjustments in respect of prior periods	7,636 (50)	10,514 (49
Tax on profit on ordinary activities	7,586	10,465
Factors affecting tax charge for year		
The tax assessed for the year is lower than the standard rate of corpor differences are explained below:	ation tax in the	UK (19%). T
	2003	2002
	£	£
Profit on ordinary activities before tax	38,179	52,218
Profit on ordinary activities multiplied by the relevant standard rate of corporation tax in the UK of 19% (2002 - 19%)	7,254	9,921
Effects of:		
Expenses not deductible for tax purposes	1,502	1,859
Capital allowances for period in excess of depreciation	(747)	(1,266
Small companies marginal relief	(373)	

There were no factors that may affect future tax charges.

Current tax charge for year (see note above)

10,465

7,586

# NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

7.	DIVIDENDS					
				2003	20	02
				£		£
	On equity shares				4	0.400
	Total dividends proposed					0,400 <del></del>
8.	TANGIBLE FIXED ASSETS					
		Leasehold improvements £	Plant and equipment £	Motor vehicles £	Fixtures & fittings £	Totai £
	Cost		~	~	4-	-
	At 1 July 2002	10,722	63,964	-	9,116	83,802
	Additions Disposals	2,833 (10,722)	23,135 (16,159)	7,423	7,589 (5,835)	40,980 (32,716)
	Disposais	(10,722)	(10,133)		(3,833)	(32,710)
	At 30 June 2003	2,833	70,940	7,423	10,870	92,066
	Depreciation					
	At 1 July 2002	10,722	41,181	-	4,439	56,342
	Charge for the year	169	15,973	2,474	1,839 (3,332)	20,455 (29,964)
	On disposals	(10,722)	(15,910)		(3,332)	(23,304)
	At 30 June 2003	169	41,244	2,474	2,946	46,833
	Net book value					
	At 30 June 2003	2,664	29,696	4,949	7,924	45,233
	At 30 June 2002	-	22,783	_	4,677	27,460
9.	STOCKS					
				2003	20	02
				£	:	£
	Work in progress Finished goods and goods for resale			22,58 16,40		0,577 3,884
				38,99	 0 89	<del></del> 9,461
						<u>,</u>

The difference between purchase price or production cost of stocks and their replacement cost is not material.

# NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

10.	DEBTORS		
		2003	2002
		£	£
	Due within one year		
	Trade debtors	346,455	288,550
	Prepayments and accrued income	13,220	17,076
		359,675	305,626
11.	CREDITORS:		<del></del>
	Amounts falling due within one year		
		2003	2002
		£	£
	Trade creditors	74,405	159,444
	Corporation tax	7,636	8,389
	Social security and other taxes	39,452	35,157
	Proposed dividend	-	10,400
	Other creditors	20	-
	Accruals and deferred income	45,307	66,916
		166,820	280,306

The company's bankers hold a fixed charge over book debt and a floating charge over all other assets, to secure any borrowing that might arise.

## 12. PROVISIONS

	Warranty provision £
At 1 July 2002 Additions Amounts used	6,299 349 (2,004)
At 30 June 2003	4,644

# Warranty provision

The provision has been made for future costs of employee travel and accommodation on projects under warranty. These costs are expected to be incurred within twelve months of the balance sheet date and have been calculated based on an assessment of work identified as being required on sales, under warranty, made before the year end.

# NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

13.	SHARE CAPITAL		
		2003	2002
		£	£
	Authorised		
	500,000 £1 ordinary shares of £1 each 100,000 £1 'A' ordinary shares of £1 each	500,000 100,000	500,000 100,000
		600,000	600,000
	Allotted, called up and fully paid	<del></del>	
	195,600 £1 ordinary shares of £1 each	195,600	200,000
	8,000 £1 'A' ordinary shares of £1 each	8,000	8,000
		203,600	208,000
	The £1 'A' ordinary shares rank equally with the £1 ordinar	v shares.	
44	The £1 'A' ordinary shares rank equally with the £1 ordinar	y shares.	
14.	RESERVES		
14.	RESERVES Profit and loss account	£	
14.	RESERVES Profit and loss account At 1 July 2002	£ 256,965	
14.	RESERVES Profit and loss account At 1 July 2002 Profit retained for the year	£ 256,965 30,593	
14.	RESERVES Profit and loss account At 1 July 2002	£ 256,965	
14.	RESERVES Profit and loss account At 1 July 2002 Profit retained for the year Purchase of share capital	£ 256,965 30,593 (3,300)	
14.	RESERVES  Profit and loss account  At 1 July 2002  Profit retained for the year  Purchase of share capital  Transfer to capital redemption reserve	£ 256,965 30,593 (3,300) (4,400)	
14.	Profit and loss account At 1 July 2002 Profit retained for the year Purchase of share capital Transfer to capital redemption reserve  At 30 June 2003  Capital redemption reserve	£ 256,965 30,593 (3,300) (4,400)  279,858	
14.	Profit and loss account At 1 July 2002 Profit retained for the year Purchase of share capital Transfer to capital redemption reserve  At 30 June 2003	£ 256,965 30,593 (3,300) (4,400)  279,858	

# NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

15.	RECONCILIATION OF MOVEMENT IN SHAREHOLDERS' FUNDS		
		2003	2002
		£	£
	Profit for the year Dividends	30,593 -	41,753 (10,400)
	Shares redeemed/cancelled during the year	30,593 (7,700)	31,353
		22,893	31,353
	Opening shareholders' funds	464,965	433,612
	Closing shareholders' funds	487,858	464,965
16.	NET CASH FLOW FROM OPERATING ACTIVITIES		
.0.		2003 £	2002 £
	Operating profit Depreciation of tangible fixed assets Loss on disposal of tangible fixed assets	36,908 20,455 2,752	46,397 16,580 -
	Decrease/(increase) in stocks (Increase)/decrease in debtors	50,471 (54,049)	(18,851) 289,640
	Decrease in creditors Decrease in provisions	(102,333) (1,655)	(80,206) (3,826)
	NET CASH (OUTFLOW)/INFLOW FROM OPERATIONS	(47,451)	249,734
17.	ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN THE CASH		
		2003 £	2002 £
	RETURNS ON INVESTMENTS AND SERVICING OF FINANCE		
	Interest received	1,271 ======	5,821
		2003 £	2002 £
	CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT		
	Purchase of tangible fixed assets	(40,980)	(29,109)

# NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

	MANAGEMENT OF LIQUID RESOURCES  Cash withdrawn from/(placed on) short-term d	eposit		2003 £ 170,000	2002 £ (45,000)
	``		=	2003 £	2002 £
	FINANCING				
	Purchase of own shares			(7,700)	-
18.	ANALYSIS OF CHANGES IN NET DEBT  Cash at bank and in hand:	1 July 2002 £ 329,023	Cash flow £ (113,599)	Other non-cash changes £	30 June 2003 £ 215,424
	Less: deposits treated as liquid resources	(170,000)	170,000	-	•
		159,023	56,401	-	215,424
	LIQUID RESOURCES:	<u></u>			
	Deposits included in cash DEBT:	170,000	(170,000)	-	-
	Finance leases	-	-	-	-
	NET FUNDS	329,023	(113,599)	<b>u</b>	215,424 ———

### 19. CONTINGENT LIABILITIES

The company has contingent liabilities in respect of guarantees for £25,000 in favour of H M Customs & Excise, £9,374.71 in favour of Emirates Trading Agency, £6,818.18 in favour of Samsung Corporation, and £12,704.24 in favour of ABB A/S.

# 20. PENSION COMMITMENTS

The company operates a Group Personal Pension scheme to which RFL Communications Plc contributes a fixed percentage of gross salary. The pension cost charge represents contributions payable by the company to the fund and amounted to £12,828 (2002 - £13,034). No contributions were payable to the fund at the balance sheet date.

# NOTES TO THE BALANCE SHEET For the year ended 30 June 2003

## 21. OPERATING LEASE COMMITMENTS

At 30 June 2003 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		Other	
	2003	2002	2003	2002
	£	£	£	£
Expiry date:				
Within 1 year	-	-	-	2,577
Between 2 and 5 years	-	1,963	1,963	1,963
After more than 5 years	47,000	-	-	-

## 22. TRANSACTIONS WITH DIRECTORS

During the year the company was charged consultancy fees of £47,064 calculated on an arms length basis, by C S Crompton, a business owned by C Crompton, a director of RFL Communications Plc.