

Registration Number 3480696

**Chapel House Publishing (Oxford) Limited**  
**Director's Report and Financial Statements**  
**for the year ended 31 December 2001**



## **Chapel House Publishing (Oxford) Limited**

### **Company Information**

Director	W A Robinson
Secretary	M S Greenwood
Company Number	3480696
Registered Office	TBAC Business Centre Grove Technology Park Wantage Oxon OX12 9FF
Reporting Accountants	Critchleys 10 Marlborough Street Faringdon Oxon SN7 7JP

## **Chapel House Publishing (Oxford) Limited**

### **Contents**

	<b>Page</b>
Director's Report	<b>1</b>
Accountants' Report	<b>2</b>
Profit and Loss Account	<b>3</b>
Balance Sheet	<b>4 - 5</b>
Notes to the Financial Statements	<b>6 - 9</b>

# Chapel House Publishing (Oxford) Limited

## Director's Report for the year ended 31 December 2001

The director presents her report and the financial statements for the year ended 31 December 2001.

### Principal Activity

The principal activity of the company is that of the import and sale of books and gifts.

### Director and her Interest

The director who served during the year and her interest in the company are as stated below:

	Ordinary shares	
	2001	2000
W A Robinson	60,099	60,099

### Director's Responsibilities

Company law requires the director 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 year. In preparing these the director is required to:

- select suitable accounting policies and 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 director is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable her to ensure that the financial statements comply with the Companies Act 1985. She is 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.

### Reporting Accountants

The director recommends that Critchleys remain in office until further notice.

This report is prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the Board on 3 September 2001 and signed on its behalf by



**M S Greenwood**  
Secretary

**Chapel House Publishing (Oxford) Limited**

**Accountants' Report on the Unaudited Financial Statements to the Director of  
Chapel House Publishing (Oxford) Limited**

As described on the Balance Sheet you are responsible for the preparation of the financial statements for the year ended 31 December 2001 set out on pages 3 to 9 and you consider that the company is exempt from an audit. In accordance with your instructions we have compiled these unaudited financial statements, in order to assist you to fulfil your statutory responsibilities, from the accounting records and information supplied to us.

**Critchleys  
Chartered Accountants**

**Faringdon**

**Date:**

**Chapel House Publishing (Oxford) Limited**

**Profit and Loss Account  
for the year ended 31 December 2001**

		<b>2001</b>	<b>2000</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
<b>Turnover</b>	<b>2</b>	635,554	469,953
Cost of sales		(414,794)	(356,615)
<b>Gross profit</b>		<u>220,760</u>	<u>113,338</u>
Administrative expenses		(195,912)	(144,194)
<b>Operating profit/(loss)</b>	<b>3</b>	<u>24,848</u>	<u>(30,856)</u>
Interest payable and similar charges	<b>4</b>	(4,016)	(3,786)
<b>Retained profit/(loss) for the year</b>		<u>20,832</u>	<u>(34,642)</u>
Accumulated (loss) brought forward		(42,065)	(7,423)
<b>Accumulated (loss) carried forward</b>		<u><u>(21,233)</u></u>	<u><u>(42,065)</u></u>

The notes on pages 6 to 9 form an integral part of these financial statements.

**Chapel House Publishing (Oxford) Limited**

**Balance Sheet  
as at 31 December 2001**

		2001		2000
	Notes	£	£	£
<b>Fixed Assets</b>				
Tangible assets	6		11,996	22,408
<b>Current Assets</b>				
Stocks		125,484		75,207
Debtors	7	143,400		148,379
Cash at bank and in hand		244		-
		<u>269,128</u>		<u>223,586</u>
<b>Creditors: amounts falling due within one year</b>	8	<u>(239,859)</u>		<u>(221,178)</u>
<b>Net Current Assets</b>			<u>29,269</u>	<u>2,408</u>
<b>Total Assets Less Current Liabilities</b>			41,265	24,816
<b>Creditors: amounts falling due after more than one year</b>	9		<u>(2,398)</u>	<u>(6,781)</u>
<b>Net Assets</b>			<u>38,867</u>	<u>18,035</u>
<b>Capital and Reserves</b>				
Called up share capital	10		60,100	60,100
Profit and loss account			<u>(21,233)</u>	<u>(42,065)</u>
<b>Shareholders' Funds</b>			<u>38,867</u>	<u>18,035</u>

The director's statements required by Section 249B(4) are shown on the following page which forms part of this Balance Sheet.

The notes on pages 6 to 9 form an integral part of these financial statements.

**Chapel House Publishing (Oxford) Limited**

**Balance Sheet (continued)**

**Director's statements required by Section 249B(4)  
for the year ended 31 December 2001**

In approving these financial statements as director of the company I hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by Section 249A(1) of the Companies Act 1985;

(b) that no notice has been deposited at the registered office of the company pursuant to Section 249B(2) requesting that an audit be conducted for the year ended 31 December 2001 and

(c) that I acknowledge my responsibilities for:

(1) ensuring that the company keeps accounting records which comply with Section 221, and

(2) preparing financial statements 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 its profit or loss for the year then ended in accordance with the requirements of Section 226 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000).

The financial statements were approved by the Board on 25 September 2001 and signed on its behalf by

**W A Robinson**  
**Director**



**The notes on pages 6 to 9 form an integral part of these financial statements.**



# **Chapel House Publishing (Oxford) Limited**

## **Notes to the Financial Statements for the year ended 31 December 2001**

### **1. Accounting Policies**

#### **Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000).

#### **Turnover**

Turnover represents the total invoice value, excluding value added tax, of sales made during the year.

#### **Tangible fixed assets and depreciation**

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Other tangible assets                      -     15 to 33% straight line and 25% reducing balance

#### **Leasing and hire purchase commitments**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce constant periodic rates of charge on the net obligations outstanding in each period.

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

#### **Stock**

Stock is valued at the lower of cost and net realisable value.

#### **Foreign currencies**

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the Profit and Loss account.

### **2. Turnover**

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

**Chapel House Publishing (Oxford) Limited**

**Notes to the Financial Statements  
for the year ended 31 December 2001**

<b>3. Operating profit/(loss)</b>	<b>2001</b>	<b>2000</b>
	<b>£</b>	<b>£</b>
Operating profit/(loss) is stated after charging:		
Depreciation and other amounts written off tangible assets	6,315	9,337
Loss on disposal of tangible fixed assets	2,780	-
Loss on foreign currencies	3,111	-
	<u>          </u>	<u>          </u>
<b>4. Interest payable and similar charges</b>	<b>2001</b>	<b>2000</b>
	<b>£</b>	<b>£</b>
On loans and overdrafts	3,010	3,017
Hire purchase interest	1,006	769
	<u>          </u>	<u>          </u>
	<u>4,016</u>	<u>3,786</u>
<b>5. Director's emoluments</b>	<b>2001</b>	<b>2000</b>
	<b>£</b>	<b>£</b>
Remuneration and other benefits	-	10,417
	<u>          </u>	<u>          </u>

**Chapel House Publishing (Oxford) Limited**

**Notes to the Financial Statements  
for the year ended 31 December 2001**

<b>3. Operating profit/(loss)</b>	<b>2001</b>	<b>2000</b>
	<b>£</b>	<b>£</b>
Operating profit/(loss) is stated after charging:		
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Loss on disposal of tangible fixed assets	2,780	-
Loss on foreign currencies	3,111	-
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<b>4. Interest payable and similar charges</b>	<b>2001</b>	<b>2000</b>
	<b>£</b>	<b>£</b>
On loans and overdrafts	3,010	3,017
Hire purchase interest	1,006	769
	<u>          </u>	<u>          </u>
	<u>4,016</u>	<u>3,786</u>
<b>5. Director's emoluments</b>	<b>2001</b>	<b>2000</b>
	<b>£</b>	<b>£</b>
Remuneration and other benefits	-	10,417
	<u>          </u>	<u>          </u>

**Chapel House Publishing (Oxford) Limited**

**Notes to the Financial Statements  
for the year ended 31 December 2001**

**6. Tangible fixed assets**

	<b>Other tangible assets</b>
	<b>£</b>
<b>Cost</b>	
At 31 December 2000	45,390
Additions	883
Disposals	(11,000)
At 31 December 2001	<u>35,273</u>
<b>Depreciation</b>	
At 31 December 2000	22,982
On disposals	(6,020)
Charge for the year	6,315
At 31 December 2001	<u>23,277</u>
<b>Net book values</b>	
At 31 December 2001	<u>11,996</u>
At 31 December 2000	<u>22,408</u>

Included above are assets held under finance leases or hire purchase contracts with a total net book value of £9,570 (2000 - £13,645) and a total depreciation charge of £4,075 (2000 - £4,974).

<b>7. Debtors</b>	<b>2001</b>	<b>2000</b>
	<b>£</b>	<b>£</b>
Trade debtors	132,898	136,313
Other debtors	8,902	7,319
Prepayments	1,600	4,747
	<u>143,400</u>	<u>148,379</u>

**Chapel House Publishing (Oxford) Limited**

**Notes to the Financial Statements  
for the year ended 31 December 2001**

<b>8. Creditors: amounts falling due within one year</b>	<b>2001 £</b>	<b>2000 £</b>
Bank overdraft	15,852	55,163
Net obligations under finance leases and hire purchase contracts	4,393	5,761
Trade creditors	171,477	149,578
Other taxes and social security costs	3,777	155
Director's accounts	39,312	3,969
Other creditors	327	327
Accruals	4,721	6,225
	<u>239,859</u>	<u>221,178</u>
<b>9. Creditors: amounts falling due after more than one year</b>	<b>2001 £</b>	<b>2000 £</b>
Net obligations under finance leases and hire purchase contracts	<u>2,398</u>	<u>6,781</u>
<b>10. Share capital</b>	<b>2001 £</b>	<b>2000 £</b>
<b>Authorised</b>		
60,100 Ordinary shares of £1 each	<u>60,100</u>	<u>60,100</u>
<b>Allotted, called up and fully paid</b>		
60,100 Ordinary shares of £1 each	<u>60,100</u>	<u>60,100</u>