CSTIM Limited

Report and Accounts 31 December 2003



Rees Pollock Chartered Accountants

OFFICERS AND PROFESSIONAL ADVISERS

The Board of Directors K Alcock

J Dallas D Hay A Burton J Connor D Lumer H Ward L de Nicola J Charles

Company Secretary K Harris

Auditors Rees Pollock

7 Pilgrim Street

London EC4V 6DR

Barclays Bank Plc 99 Hatton Gardens **Bankers**

London EC1N 8DN

Registered Office Suite A

5th Floor

Queens House Kymberley Road

Harrow Middlesex HA1 1US

3548695 **Registered Number**

DIRECTORS' REPORT

The directors present their report and the accounts of the group for the year ended 31 December 2003.

Principal activities and business review

The principal activity of the company during the year was that of providing advisory services to companies engaged in investment management.

Results and dividends

The trading results for the year and the group's financial position at the end of the year are shown in the attached accounts.

The directors have paid out the following dividends:

	2003	2002
	£	£
Dividend paid on ordinary shares	1,046,456	189,114

The directors and their interests

The directors who served the company during the year together with their beneficial interests in the share capital of the company were as follows:

		Ordina At 31 December 2003	Ary Shares of £1 each At 1 January 2003 or later date of appointment
K Alcock		3,290	3,304
J Dallas		3,291	3,305
D Hay		-	_
J Connor		578	566
D Lumer	(appointed 19 March 2003)	610	580
H Ward	(appointed 29 October 2003)	-	-
J Charles	(appointed 10 November 2003)	-	-
A Summers	(resigned 16 June 2003)	_	-
T Harvey	(resigned 29 October 2003)	-	-

Business developments

During the year CSTIM Limited acquired 25% of the issued share capital of CSTIM CFAS (Corporate Finance Advisory Services) Limited. CSTIM Limited set up a company called SkillsHub Limited, which began trading in September 2003. CSTIM Limited owns 51% of the company.

Post year-end CSTIM Limited acquired 100% of Solve Management Consultancy Services (Pty) Limited, a company located in South Africa.

DIRECTORS' REPORT

Directors' responsibilities

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the group at the end of the year and of the group's profit or loss for the year then ended.

In preparing those accounts, the directors are required to:

select suitable accounting policies, as described on pages 9 to 10, 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 accounts; and

prepare the accounts on the going concern basis unless it is inappropriate to presume that the group 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 group and which enable them to ensure that the accounts comply with the Companies Act 1985. The directors are also responsible for safeguarding the assets of the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Donations

During the year the company made the following contributions:

	2003	2002
	£	£
Charitable	3,389	7,073

Auditors

A resolution to re-appoint Rees Pollock as auditors for the ensuing year will be proposed at the annual general meeting.

ON BEHALF OF THE BOARD

K R Alcock Director

31 March 2004



Chartered Accountants

7 Pilgrim Street London EC4V 6DR Telephone 020 7329 6404 Fax 020 7329 6408

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CSTIM LIMITED

We have audited the accounts on pages 5 to 18 which have been prepared under the historical cost convention and the accounting policies set out on page 9 to 10.

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 the auditors

As described on page 3, the company's directors are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards.

It is our responsibility to audit the accounts in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the accounts 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 accounts, 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 accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts, and of whether the accounting policies are appropriate to the group'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 accounts 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 accounts.

Opinion

In our opinion the accounts give a true and fair view of the state of affairs of the company and of the group as at 31 December 2003 and of the profit of the group for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.

Rees Pollock Chartered Accountants Registered Auditors 1 April 2004

GROUP PROFIT AND LOSS ACCOUNT

for the year ended 31 December 2003

	Note	2003 £	2002 £
GROUP TURNOVER	2	6,987,535	6,961,080
Cost of sales		4,888,083	4,793,795
GROSS PROFIT		2,099,452	2,167,285
Administrative expenses		1,066,202	1,218,224
GROUP OPERATING PROFIT	3	1,033,250	949,061
Share of operating profit in associates		24,111	-
		1,057,361	949,061
Interest receivable (group)		45,757	68,115
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		1,103,118	1,017,176
Tax on profit on ordinary activities - group - associates	7	(342,821) (9,546)	(342,831)
		(352,367)	(342,831)
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION	8	750,751	674,345
Dividends	9	(1,046,456)	(189,114)
RETAINED (LOSS)/PROFIT FOR THE FINANCIAL YEAR		(295,705)	485,231

The company has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the company are classed as continuing.

The company has taken advantage of section 230 of the Companies Act 1985 not to publish its own profit and loss account.

The notes on pages 9 to 18 form part of these accounts.

GROUP BALANCE SHEET at 31 December 2003

	Note	2003 £	2002 £
FIXED ASSETS			
Tangible assets	10	101,284	160,409
Investments	11	94,193	17,679
		195,477	178,088
CURRENT ASSETS			
Debtors	12	2,035,839	1,297,574
Cash at bank and in hand		1,465,231	2,339,572
		3,501,070	3,637,146
CREDITORS: amounts falling due within one year	13	(1,352,651)	(1,175,633)
NET CURRENT ASSETS		2,148,419	2,461,513
TOTAL ASSETS LESS CURRENT LIABILITIES		2,343,896	2,639,601
CAPITAL AND RESERVES			
Called-up equity share capital	15	10,000	10,000
Profit and loss account	16	2,333,896	2,629,601
SHAREHOLDERS' FUNDS	17	2,343,896	2,639,601

K Alcock 31 March 2004

The notes on pages 9 to 18 form part of these accounts.

BALANCE SHEET at 31 December 2003

	Note	2003 £	2002 £
FIXED ASSETS			
Tangible assets	10	96,657	158,202
Investments	11	113,144	17,681
		209,801	175,883
CURRENT ASSETS			
Debtors	12	1,970,125	1,355,507
Cash at bank and in hand		1,425,869	
		3,395,994	3,695,027
CREDITORS: amounts falling due within one year	13	(1,273,182)	•
NET CURRENT ASSETS		2,122,812	2,467,950
TOTAL ASSETS LESS CURRENT LIABILITIES		2,332,613	2,643,833
CAPITAL AND RESERVES			
Called-up equity share capital	15	10,000	10,000
Profit and loss account	16	2,322,613	2,633,833
SHAREHOLDERS' FUNDS		2,332,613	2,643,833

K Alcock

31 March 2004

GROUP CASH FLOW STATEMENT for the year ended 31 December 2003

	Note	2003 £	2002 £
NET CASH INFLOW FROM OPERATING ACTIVITIES	18	614,775	726,574
RETURNS ON INVESTMENTS AND SERVICING OF FINANCE Interest received		45,756	68,115
NET CASH INFLOW FROM RETURNS ON INVESTMENTS AND SERVICING OF FINANCE		45,756	68,115
TAXATION		(381,446)	(573,865)
CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT Payments to acquire tangible fixed assets Disposal of own shares Investment in associate companies		(78,733) - (28,237)	(56,475) 10,066 (17,679)
NET CASH OUTFLOW FOR CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT		(106,970)	(64,088)
EQUITY DIVIDENDS PAID		(1,046,456)	(189,114)
INCREASE IN CASH	19	(874,341)	(32,378)

The notes on pages 9 to 18 form part of these accounts.

for the year ended 31 December 2003

1. ACCOUNTING POLICIES

Basis of accounting

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

Basis of consolidation

The consolidated accounts incorporate the accounts of the company and all group undertakings. These are adjusted, where appropriate, to conform to group accounting policies. Under the requirements of UITF 13 the consolidated accounts also incorporate the accounts of CSTIM Employees' Share Trust.

Entities, other than subsidiary undertakings, in which the group has a participating interest and over whose operating and financial policies the group exercises significant influence are treated as associates. In the group financial statements, associates are accounted for using the equity method.

As a consolidated profit and loss account is published, a separate profit and loss account for the parent company is omitted from the group accounts by virtue of section 230 of the Companies Act 1985.

Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of an asset, less its estimated residual value, evenly over its expected useful economic life as follows:

Leasehold improvements - over 3 years Computers - over 2 years Fixtures and fittings - over 3 years

Goodwill

Goodwill arising on the acquisition of subsidiaries is capitalised and then amortised through the profit and loss account over its estimated useful life of three years.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.

Pension costs

The company makes contributions to an independently administered scheme. Contributions are charged to the profit and loss account when they become payable. In addition the company makes contributions to certain employees' personal pension arrangements which are charged to the profit and loss account when they become due.

Deferred taxation

Deferred taxation is provided on all timing differences, without discounting, calculated at the rate at which it is estimated that tax will be payable, except where otherwise required by accounting standards.

for the year ended 31 December 2003

1. ACCOUNTING POLICIES (continued)

Foreign currencies

Transactions in foreign currencies during the year are recorded at the rate ruling at the date of the transaction. Assets and liabilities denominated in foreign currencies are retranslated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

2. TURNOVER

The turnover shown in the profit and loss account represents the value of services provided during the year, stated net of value added tax.

The turnover and profit before tax are attributable to the one principal activity of the group.

An analysis of turnover is given below:

	2003	2002
	£	£
United Kingdom	5,706,455	6,381,650
Luxembourg	1,198,193	443,123
Jersey	82,887	136,307
	6,987,535	6,961,080
		

3. OPERATING PROFIT

Operating profit is stated after charging:

	2003	2002
	£	£
Depreciation	137,831	136,244
Amortisation of goodwill	33,307	-
Auditors' remuneration		
- audit fees	17,500	15,000
- other services	5,800	5,880
Operating lease rentals - land and buildings	227,520	195,458
•		

4. PARTICULARS OF EMPLOYEES

The average number of staff employed by the group during the financial year amounted to:

	2003	2002
	No.	No.
Administrative	14	13
Consultants	30	29
	44	42
		
The aggregate payroll costs of the above were:		
	2003	2002
	£	£
Wages and salaries	3,681,017	3,397,519
Social security costs	392,602	355,482
	4,073,619	3,753,001
		

for the year ended 31 December 2003

5. DIRECTORS' EMOLUMENTS

		2003	2002
	Emoluments	£ 732,865	£ 720,376
	Value of company pension contributions to money purchase schemes	89,570	47,803
		822,435	768,179
	Emoluments of highest paid director:		
	Ų .	2003	2002
	Total emoluments (excluding pension contributions) Value of company pension contributions to money purchase	£ 228,808	£ 237,000
	schemes	28,700	15,820
		257,508	252,820
6.	INTEREST PAYABLE		
		2003 £	2002 £
	Interest payable on bank borrowing	-	
7.	TAX ON PROFIT ON ORDINARY ACTIVITIES		
	(a) Analysis of charge in the year		
		2003 £	2002 £
	UK Taxation		
	In respect of the year: Corporation tax	275,999	336,208
	Under provision in respect of previous years	-	338
	Share of associated companies' taxation	9,546	
		285,545	336,546
	Foreign tax Current tax on income for the year	66,822	6,285
	Total current tax (note 7(b))	352,367	342,831

for the year ended 31 December 2003

7. TAX ON PROFIT ON ORDINARY ACTIVITIES (continued)

(b) Factors affecting current tax charge

The tax assessed on the profit on ordinary activities for the year is higher than the standard rate of corporation tax in the UK of 30% (2002 - 30%).

	2003	2002 £
Profit on ordinary activities before taxation	1,103,118	1,017,176
Profit on ordinary activities multiplied by the standard rate of		
corporation tax of 30% (2002-30%)	330,935	305,153
Expenses not deductible for tax purposes	16,663	16,643
Depreciation for period in excess of capital allowances	7,312	12,930
Adjustments to tax charge in respect of prior periods	-	338
Sundry differences	(2,543)	7,767
Total current tax	352,367	342,831

8. PROFIT ATTRIBUTABLE TO MEMBERS OF THE PARENT COMPANY

The profit dealt with in the accounts of the parent company was £735,236 (2002 - £682,463).

9. DIVIDENDS

The following dividends have been paid during the year:

2003	2002
£	£
Dividend paid on ordinary shares 1,046,456	189,114

for the year ended 31 December 2003

10. TANGIBLE FIXED ASSETS

Group	Leasehold property £	Computer and office equipment £	Fixtures & fittings	Total £
Cost				
At 1 January 2003	116,227	289,572	101,640	507,439
Exchange	-	706	-	706
Reclassification	-	-	_	-
Additions	-	76,960	1,792	78,752
Disposals	-	(1,963)	(1,245)	(3,208)
Reclassification	-	(313)	313	-
At 31 December 2003	116,227	364,962	102,500	583,689
Depreciation				
At 1 January 2003	54,770	213,600	78,660	347,030
Exchange	-	173	-	173
Charge for the year	38,636	84,519	14,676	137,831
On disposals	-	(1,963)	(666)	(2,629)
Reclassification	-	(5)	5	-
At 31 December 2003	93,406	296,324	92,675	482,405
Net book value				
At 31 December 2003	22,821	68,638	9,825	101,284
At 31 December 2002	61,457	75,972	22,980	160,409

for the year ended 31 December 2003

10. TANGIBLE FIXED ASSETS (continued)

Company	Leasehold property £	Computer and office equipment £	Fixtures & fittings £	Total £
Cost	-		•	~
At 1 January 2003	116,227	287,232	101,640	505,099
Exchange	-	706	-	706
Reclassification	-	(313)	313	_
Additions	-	72,374	1,792	74,166
Disposals	-	(1,963)	(1,245)	(3,208)
Inter company transfer	-	(1,570)	-	(1,570)
At 31 December 2003	116,227	356,466	102,500	575,193
Depreciation				
At 1 January 2003	54,770	213,467	78,660	346,897
Exchange	-	172	-	172
Charge for the year	38,636	81,874	14,676	135,186
On disposals	-	(1,963)	(666)	(2,629)
Inter company transfer	-	(1,090)	-	(1,090)
Reclassification	-	(5)	5	_
At 31 December 2003	93,406	292,455	92,675	478,536
Net book value				
At 31 December 2003	22,821	64,011	9,825	96,657
At 31 December 2002	61,457	73,765	22,980	158,202

for the year ended 31 December 2003

1	1.	INVESTMENTS

11.	INVESTMENTS			
	Group		2003	2002
	r		£	£
	Interest in associated undertakings	(a)	88,888	17,679
	Interest in own shares	(b)	5,305	-
			94,193	17,679
				=
(a)	Associates			
(-)		Share of net		
		assets	Goodwill	Total
		£	£	£
	At 1 January 2003	17,679	-	17,679
	Acquired		99,920	99,920
	Share of profits retained	4,596	(40.000)	4,596
	Amortisation of goodwill		(33,307)	(33,307)
	At 31 December 2003	22,275	66,613	88,888
	For details of associated undertakings, see below.			
	The share of turnover and net assets attributable to	the group is:		
				2003
			£	£
	Share of turnover of associates			115,130
				
	Share of assets:			
	Share of fixed assets		2,056	
	Share of current assets		37,510	
				39,566
	Share of liabilities:			33,000
	Liabilities due within one year			(17,291)
	•			22 275
				22,275
(b)	Interest in own shares			
			2003	

	2003 £
At 1 January 2003 Additions	5,305
At 31 December 2003	5,305

The shares are held by The CSTIM Employee Share Trust.

for the year ended 31 December 2003

11. INVESTMENTS (continued)

Company	Investment in own shares	Associated undertakings £	Subsidiary undertakings £	Total £
Cost				
At 1 January 2003	-	17,679	2	17,681
Additions	5,305	90,158	-	95,463
At 31 December 2003	5,305	107,837	2	113,144
Net book value:		- · · · · · · · · · · · · · · · · · · ·		
At 31 December 2003	5,305	107,837	2	113,144
At 31 December 2002	-	17,679	2	17,681

	Country of incorporation	Holding	Proportion of voting rights and shares held	Nature of business
Subsidiary undertakings				
All held by the company: CSTIM Jersey Limited	Jersey	Ordinary shares	100%	Consultancy
Associate undertakings				
All held by the company CSTARR Limited	:	Ordinary		
CSTIM CFAS	England	shares Ordinary	20%	Consultancy Corporate
Limited	England	shares	25%	Financial Services

12. DEBTORS

	Group		Company
2003	2002	2003	2002
£	£	£	£
1,670,547	1,132,315	1,588,741	1,076,975
_	-	16,762	113,273
237,840	67,202	237,840	67,202
127,452	98,057	126,782	98,057
2,035,839	1,297,574	1,970,125	1,355,507
	1,670,547 237,840 127,452	2003 2002 £ £ 1,670,547 1,132,315 237,840 67,202 127,452 98,057	2003 2002 2003 £ £ £ 1,670,547 1,132,315 1,588,741 - - 16,762 237,840 67,202 237,840 127,452 98,057 126,782

for the year ended 31 December 2003

13. CREDITORS: Amounts falling due within one year

		Group		Company
	2003	2002	2003	2002
	£	£	£	£
Trade creditors	157,537	107,947	114,874	107,947
Amounts due to group undertakings	-	-	-	52,926
Corporation Tax	221,794	250,871	214,675	250,871
PAYE and social security	203,272	150,418	203,272	150,418
VAT	308,812	299,183	297,839	299,183
Other creditors	36,231	26,078	36,231	26,078
Accruals and deferred income	425,005	341,136	406,291	339,654
	1,352,651	1,175,633	1,273,182	1,277,077

14. COMMITMENTS UNDER OPERATING LEASES

At 31 December 2003 the group had annual commitments under non-cancellable operating leases as set out below:

	Group	2003	nd buildings 2002
	Or anting larger which arrains	£	£
	Operating leases which expire:		
	Within 2 – 5 years	15,500	~
	After more than 5 years	110,000	125,500
		125,500	125,500
15.	SHARE CAPITAL		
	Authorised share capital:		
	1	2003	2002
		£	£
	20,000 Ordinary shares of £1.00 each	20,000	20,000
	Allotted, called up and fully paid:		
		2003	2002
	0.11 1. 2.1	£	£
	Ordinary share capital	10,000	10,000
16.	RESERVES		
	Group		Profit and
			loss account
	Opening helange		£
	Opening balance Retained loss for the year		2,629,601 (295,705)
			
	Balance carried forward		2,333,896

for the year ended 31 December 2003

16. RESERVES (continued)

Company	Profit and loss account
	£
Opening balance Retained loss for the year	2,633,833 (311,220)
Balance carried forward	2,322,613

17. RECONCILIATION OF MOVEMENTS IN SHAREHOLDERS' FUNDS

	2003	2002
	£	£
Profit for the financial year	750,751	674,345
Dividends	(1,046,456)	(189,114)
	(295,705)	485,231
Opening equity shareholders' funds	2,639,601	2,154,370
Closing equity shareholders' funds	2,343,896	2,639,601

18. RECONCILIATION OF OPERATING PROFIT TO NET CASH INFLOW FROM OPERATING ACTIVITIES

	2003	2002
	£	£
Operating profit	1,057,361	949,061
Depreciation	137,831	136,195
Amortisation	33,307	-
Share of associates operating profits	(24,111)	-
Increase in debtors	(738,262)	(271,666)
Increase/(decrease) in creditors	148,649	(87,016)
Net cash inflow from operating activities	614,775	726,574

19. RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET FUNDS

	2003	2002
Decrease in cash in the period	(874,341)	(32,378)
Movement in net funds in the period	(874,341)	(32,378)
Net funds at 1 January 2003	2,339,572	2,371,950
Net funds at 31 December 2003	1,465,231	2,339,572

20. ANALYSIS OF CHANGES IN NET FUNDS

	At		At
	1 Jan 2003	Cash flows	31 Dec 2003
	£	£	£
Net cash:			
Cash in hand and at bank	2,339,572	(874,341)	1,465,231
Net funds	2,339,572	(874,341)	1,465,231
	·		