# BONDCO 667 LIMITED ANNUAL REPORT FOR THE YEAR ENDED 31 OCTOBER 2004

#AGXLJ4FA# 0373

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COMPANIES HOUSE 14/04/05

# **DIRECTOR AND ADVISERS**

Director

Secretary L A R Cutts

Company number 3559341

Registered office Stag Gates House

63/64 The Avenue Southampton Hampshire SO17 1XS

G L Cutts

Registered auditors Fiander Tovell LLP

Stag Gates House 63/64 The Avenue Southampton SO17 1XS

Business address Manor House Avenue

Millbrook Southampton SO15 0LF

Bankers Lloyds TSB Bank PLC

23/25 Castle Way Southampton Hampshire SO14 2BW

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# DIRECTOR'S REPORT FOR THE YEAR ENDED 31 OCTOBER 2004

The director presents his report and financial statements for the year ended 31 October 2004.

#### Director

The following director has held office since 1 November 2003:

G L Cutts

### Principal activities and review of the business

The principal activity of the company continued to be that of a management company and that of the group of the production and sale of continuous stationery.

The results for the year and the financial position at the year end were considered satisfactory by the director who expects continued growth in sales and profits in the foreseeable future.

#### Results and dividends

The consolidated profit and loss account for the year is set out on page 4.

The director does not recommend payment of an ordinary dividend.

#### **Director's interests**

The director's interest in the shares of the company and other group companies was as stated below:

Bondco 667 Limited

G L Cutts

Ordinary shares of £ 1 each

31 October 2004 1 November 2003

10,000 10,000

Convertible redeemable preference shares of £ 1 each

31 October 2004 1 November 2003

G L Cutts

Snows Business Forms Limited

Ordinary shares of £ 1 each

31 October 2004 1 November 2003

G L Cutts

### **Auditors**

In accordance with section 385 of the Companies Act 1985, a resolution proposing that Fiander Tovell LLP be reappointed as auditors of the company will be put to the Annual General Meeting.

# DIRECTOR'S REPORT (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

#### 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 affairs of the company and of the group and of the profit or loss of the group for that period. In preparing those financial statements, the director is 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 group 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 the group and to enable him to ensure that the financial statements comply with the Companies Act 1985. He is also responsible for safeguarding the assets of the company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board

A Caso

G L Cutts

**Director** 7/04/05

# INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF BONDCO 667 LIMITED

We have audited the financial statements of Bondco 667 Limited on pages 4 to 20 for the year ended 31 October 2004. 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 director and auditors

As described in the statement of director's responsibilities on page 2 the company's director is 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 director's 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 director's remuneration and transactions with the company is not disclosed.

We read the director's 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 director in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's and 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 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 and the group's affairs as at 31 October 2004 and of the group's profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Fiander Tovell LLP

7/04/05

Chartered Accountants

**Registered Auditors** 

Stag Gates House 63/64 The Avenue Southampton SO17 1XS

# CONSOLIDATED PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2004

	Notes	2004 £	2003 £
Turnover	2	4,885,532	4,774,843
Cost of sales		(3,037,411)	(3,061,536)
Gross profit		1,848,121	1,713,307
Distribution costs Administrative expenses Other operating income		(327,285) (1,414,819) 1,457	(331,988) (1,420,221) 1,817
Operating profit/(loss)	3	107,474	(37,085)
Interest payable and similar charges	4	(48,134)	(45,165)
Profit/(loss) on ordinary activities before taxation		59,340	(82,250)
Tax on profit/(loss) on ordinary activities	5	(14,023)	18,753
Retained profit/(loss) for the year	16	45,317	(63,497)

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

# BALANCE SHEETS AS AT 31 OCTOBER 2004

		Grou 2004	ıp 2003	Comp. 2004	any 2003
	Notes	2004 £	2003 £	2004 £	2005 £
Fixed assets					
Tangible assets	7	850,200	993,375	-	-
Investments	8	<u>-</u>	-	2,010,000	2,010,000
		850,200	993,375	2,010,000	2,010,000
Current assets					
Stocks	9	582,061	523,660	~	-
Debtors	10	1,035,696	989,901	•	-
Cash at bank and in hand		500	17,664		
Out distance and a second of the second of t		1,618,257	1,531,225	-	-
Creditors: amounts falling due within one year	11	(1,505,342)	(1,523,651)	(1,205,000)	(1,146,100)
Net current assets		112,915	7,574	(1,205,000)	(1,146,100)
Total assets less current liabilities		963,115	1,000,949	805,000	863,900
Creditors: amounts falling due after more than one year	12	(20,000)	(79,151)	(20,000)	(78,900)
Provisions for liabilities and charges	13	(42,000)	(66,000)	•	-
		901,115	855,798	785,000	785,000
Capital and reserves					
Called up share capital	15	14,285	610,000	14,285	610,000
Share premium account	16	595,715	-	595,715	-
Other reserves	16	150,000	150,000	150,000	150,000
Profit and loss account	16	141,115	95,798	25,000	25,000
	17	901,115	855,798	785,000	785,000
Equity interests		901,115	255,798	785,000	185,000
Non-equity interests		-	600,000	-	600,000
		901,115	855,798	785,000	785,000

G L Cutts Director

Fiander Tovell LLP

# CONSOLIDATED CASH FLOW STATEMENT FOR THE YEAR ENDED 31 OCTOBER 2004

	200 £	04 £	200 £	3
Net cash inflow from operating activities		124,048		19,830
Returns on investments and servicing of finance				
Interest paid	(48,134)		(45,165)	
Net cash outflow for returns on investments and servicing of finance		(48,134)		(45,165)
Taxation		(3,973)		(5,247)
Capital expenditure Payments to acquire tangible assets Receipts from sales of tangible assets	(5,418) 400		(21,627)	
Net cash outflow for capital expenditure		(5,018)		(21,627)
Net cash inflow/(outflow) before management of liquid resources and financing		66,923		(52,209)
Financing	000 000			
Issue of ordinary share capital  Purchase of own shares	600,000 (600,000)		-	
Additional amounts advanced by debt factor	17,562		164,414	
Repayment of long term bank loan	(58,900)		(78,576)	
Capital element of hire purchase contracts	(52,927)		(59,027)	
(Decrease)/increase in debt	(94,265)		26,811	
Net cash (outflow)/inflow from financing		(94,265)		26,811
(Decrease)/increase in cash in the year		(27,342)		(25,398)

Fiander Tovell LLP

# NOTES TO THE CONSOLIDATED CASH FLOW STATEMENT FOR THE YEAR ENDED 31 OCTOBER 2004

(37,085) 163,660 - 12,366 (70,972) (48,139) - 19,830
163,660 - 12,366 (70,972) (48,139) - 19,830
12,366 (70,972) (48,139) 19,830
(70,972) (48,139) 19,830
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19,830
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31 October 2004
£
500
(200,307)
(199,807)
(885)
(579,435)
(20,000)
(600,320)
(800,127)
2003 £
L
(25,398)
(26,811)
(52,209)
(814,841)
(867,050)

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2004

## 1 Accounting policies

### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention. The group has adopted FRS 15 "Tangible Fixed Assets" and has followed the transitional provisions to retain the book value of land and buildings which were revalued in 1992.

# 1.2 Compliance with accounting standards

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

#### 1.3 Basis of consolidation

The consolidated profit and loss account and balance sheet include the financial statements of the company and its subsidiary undertakings made up to 31 October 2004. The results of subsidiaries sold or acquired are included in the profit and loss account up to, or from the date control passes. Intra-group sales and profits are eliminated fully on consolidation.

#### 1.4 Turnover

Turnover represents amounts receivable for goods and services net of VAT and trade discounts.

#### 1.5 Goodwill

Acquired goodwill is written off in equal annual instalments over its estimated useful economic life.

# 1.6 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 director is 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.

### 1.7 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land 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:

Land and buildings Freehold
Plant and machinery

2% on cost 12.5% on cost

Fixtures, fittings & equipment

10-20% on cost

#### 1.8 Leasing

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 a constant periodic rate of charge on the net obligation outstanding in each period.

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

#### 1.9 Investments

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

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

### 1 Accounting policies

(continued)

### 1.10 Stock

Stock and work in progress are valued at the lower of cost and net realisable value.

#### 1.11 Pensions

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

#### 1.12 Deferred taxation

The accounting policy in respect of deferred tax reflects the requirements of FRS19 - Deferred tax. Deferred tax is provided in full in respect of taxation deferred by timing differences between the treatment of certain items for taxation and accounting purposes. The deferred tax balance has not been discounted.

No provision has been made for deferred tax on gains recognised on revaluing property to its market value as the company does not intend to sell the revalued assets.

### 2 Turnover

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

3	Operating profit/(loss)	2004	2003
		£	£
	Operating profit/(loss) is stated after charging:		
	Depreciation of tangible assets	148,593	163,660
	Research and development	-	204
	Operating lease rentals		
	- Plant and machinery	11,643	11,643
	- Other assets	22,582	26,639
	Auditors' remuneration (company £-; 2003: £-)	5,000	10,000
	Remuneration of auditors for non-audit work	4,850	4,850
	and after crediting:		
	Profit on disposal of tangible assets	(400)	
4	Interest payable	2004	2003
		£	£
	On bank loans and overdrafts	11,097	15,253
	Lease finance charges	6,993	5,598
	On overdue tax	295	-
	On amounts payable to factors	29,749	24,314
		48,134	45,165
		=	

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

5 Taxation		
	£	£
Domestic current year tax	•= •••	
U.K. corporation tax	37,300	3,250
Adjustment for prior years	723	(3)
Current tax charge	38,023	3,247
Deferred tax		
Deferred tax charge/(credit)	(24,000)	(22,000)
	14,023	(18,753)
Factors affecting the tax charge for the year Profit/(loss) on ordinary activities before taxation	59,340	(82,250)
From (loss) on ordinary activities before taxation	=====	(0Z,Z30)
Profit/(loss) on ordinary activities before taxation multiplied by	standard rate	
of UK corporation tax of 23.92% (2003: 19.00%)	14,194	(15,628)
Effects of:		
Non deductible expenses	2,568	3,255
Depreciation add back	35,448	31,095
Capital allowances	(14,375)	(15,512)
Tax losses utilised	(567)	-
Adjustments to previous periods	723	(3)
Other tax adjustments	32	40
	23,829	18,875
Current tax charge	38,023	3,247

# 6 (Loss)/profit for the financial year

As permitted by section 230 of the Companies Act 1985, the holding company's profit and loss account has not been included in these financial statements. The (loss)/profit for the financial year is made up as follows:

IOIIOWS.	2004 £	2003 £
Holding company's (loss)/profit for the financial year	<del>-</del>	25,000

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

Land and buildings Freehold Erechold feed (a)         Plant and buildings (a)         Fixtures, fittings & equipment feed (a)         Total fittings & equipment feed (a)           Cost         At 1 November 2003         667,385         890,216         233,699         1,791,300           Additions         - 395         5,023         5,418           Disposals         - (4,350)         - (4,350)           At 31 October 2004         667,385         886,261         238,722         1,792,368           Depreciation           At 1 November 2003         52,605         553,486         191,834         797,925           On disposals         - (4,350)         - (4,350)         - (4,350)           Charge for the year         10,020         105,766         32,807         148,593           At 31 October 2004         62,625         654,902         224,841         942,168           Net book value           At 31 October 2003         614,780         336,730         41,865         993,375           Cost           At 1 November 2003 & at 31 October 2004         390,737           Depreciation based on cost           At 31 October 2004         119,037           Net book value         271,700	7	Tangible fixed assets Group				
Cost         £         £         £         £           At 1 November 2003         667,385         890,216         233,699         1,791,300           Additions         -         395         5,023         5,418           Disposals         -         (4,350)         -         (4,350)           At 31 October 2004         667,385         886,261         238,722         1,792,368           Depreciation           At 1 November 2003         52,605         553,486         191,834         797,925           On disposals         -         (4,350)         -         (4,350)           Charge for the year         10,020         105,766         32,807         148,593           At 31 October 2004         62,625         654,902         224,641         942,168           Net book value           At 31 October 2003         614,780         336,730         41,865         993,375           Cost           At 1 November 2003 & at 31 October 2004         390,737           Depreciation based on cost           At 1 November 2003         113,637           Charge for the year         5,400           At 31 October 2004         119,037			buildings		fittings &	Total
At 1 November 2003 Additions			£	£		£
Additions Disposals  - 395 5,023 5,418 Disposals  - (4,350)  - (4,350)  At 31 October 2004  667,385 886,261 238,722 1,792,368   Depreciation  At 1 November 2003 52,605 553,486 191,834 797,925 On disposals - (4,350) - (4,350) Charge for the year 10,020 105,766 32,807 148,593  At 31 October 2004 62,625 654,902 224,641 942,168  Net book value At 31 October 2004 604,760 231,359 14,081 850,200  At 31 October 2003 614,780 336,730 41,865 993,375  Comparable historical cost for the land and buildings included at valuation:  £ Cost At 1 November 2003 & at 31 October 2004 390,737  Depreciation based on cost At 1 November 2003 At 31 October 2004 113,637 Charge for the year 5,400  At 31 October 2004 119,037  Net book value At 31 October 2004 271,700						
Disposals   - (4,350)   - (4,350)   At 31 October 2004   667,385   886,261   238,722   1,792,368			667,385		· ·	
At 31 October 2004 667,385 886,261 238,722 1,792,368    Depreciation			-		5,023	•
Depreciation           At 1 November 2003         52,605         553,486         191,834         797,925           On disposals         - (4,350)         - (4,350)         - (4,350)           Charge for the year         10,020         105,766         32,807         148,593           At 31 October 2004         62,625         654,902         224,641         942,168           Net book value           At 31 October 2004         604,760         231,359         14,081         850,200           At 31 October 2003         614,780         336,730         41,865         993,375           Cost           At 1 November 2003 & at 31 October 2004         390,737           Depreciation based on cost           At 1 November 2003         113,637           Charge for the year         5,400           At 31 October 2004         119,037           Net book value         271,700		Disposals		(4,350)		(4,350)
At 1 November 2003 52,605 553,486 191,834 797,925 On disposals - (4,350) - (4,350) Charge for the year 10,020 105,766 32,807 148,593  At 31 October 2004 62,625 654,902 224,641 942,168  Net book value At 31 October 2004 604,760 231,359 14,081 850,200  At 31 October 2003 614,780 336,730 41,865 993,375  Comparable historical cost for the land and buildings included at valuation:  £ Cost At 1 November 2003 & at 31 October 2004 390,737  Depreciation based on cost At 1 November 2003 At 31 October 2004 113,637 Charge for the year 5,400  At 31 October 2004 271,700		At 31 October 2004	667,385	886,261	238,722	1,792,368
On disposals Charge for the year 10,020 105,766 32,807 148,593  At 31 October 2004 62,625 654,902 224,641 942,168  Net book value At 31 October 2004 604,760 231,359 14,081 850,200  At 31 October 2003 614,780 336,730 41,865 993,375  Comparable historical cost for the land and buildings included at valuation:  £  Cost At 1 November 2003 & at 31 October 2004 390,737  Depreciation based on cost At 1 November 2003 At 31 October 2004		Depreciation				
Charge for the year       10,020       105,766       32,807       148,593         At 31 October 2004       62,625       654,902       224,641       942,168         Net book value         At 31 October 2004       604,760       231,359       14,081       850,200         At 31 October 2003       614,780       336,730       41,865       993,375         Cost         At 1 November 2003 & at 31 October 2004       390,737         Depreciation based on cost         At 1 November 2003       113,637         Charge for the year       5,400         At 31 October 2004       119,037         Net book value       271,700		At 1 November 2003	52,605	553,486	191,834	797,925
At 31 October 2004       62,625       654,902       224,641       942,168         Net book value       604,760       231,359       14,081       850,200         At 31 October 2003       614,780       336,730       41,865       993,375         Comparable historical cost for the land and buildings included at valuation:         £         Cost         At 1 November 2003 & at 31 October 2004       390,737         Depreciation based on cost         At 1 November 2003       113,637         Charge for the year       5,400         At 31 October 2004       119,037         Net book value         At 31 October 2004       271,700		On disposals	-	(4,350)	-	(4,350)
Net book value         604,760         231,359         14,081         850,200           At 31 October 2003         614,780         336,730         41,865         993,375           Comparable historical cost for the land and buildings included at valuation:           £           Cost           At 1 November 2003 & at 31 October 2004         390,737           Depreciation based on cost           At 1 November 2003         113,637           Charge for the year         5,400           At 31 October 2004         119,037           Net book value           At 31 October 2004         271,700		Charge for the year	10,020	105,766	32,807	148,593
At 31 October 2004 604,760 231,359 14,081 850,200  At 31 October 2003 614,780 336,730 41,865 993,375  Comparable historical cost for the land and buildings included at valuation:  Cost At 1 November 2003 & at 31 October 2004 390,737  Depreciation based on cost At 1 November 2003 113,637 Charge for the year 5,400  At 31 October 2004 119,037  Net book value At 31 October 2004 271,700		At 31 October 2004	62,625	654,902	224,641	942,168
At 31 October 2004 604,760 231,359 14,081 850,200  At 31 October 2003 614,780 336,730 41,865 993,375  Comparable historical cost for the land and buildings included at valuation:  Cost At 1 November 2003 & at 31 October 2004 390,737  Depreciation based on cost At 1 November 2003 113,637 Charge for the year 5,400  At 31 October 2004 119,037  Net book value At 31 October 2004 271,700		Net book value				
Cost At 1 November 2003 & at 31 October 2004  At 1 November 2003  At 1 November 2003  At 1 November 2003  At 1 November 2003  Charge for the year  At 31 October 2004  Met book value  At 31 October 2004			604,760	231,359	14,081	850,200
Cost At 1 November 2003 & at 31 October 2004  Depreciation based on cost At 1 November 2003 Charge for the year  At 31 October 2004  Net book value At 31 October 2004  271,700		At 31 October 2003	614,780	336,730	41,865	993,375
Cost         At 1 November 2003 & at 31 October 2004       390,737         Depreciation based on cost         At 1 November 2003       113,637         Charge for the year       5,400         At 31 October 2004       119,037         Net book value         At 31 October 2004       271,700		Comparable historical cost for the la	nd and build	lings include	d at valuation:	
At 1 November 2003 & at 31 October 2004  Depreciation based on cost At 1 November 2003 Charge for the year  At 31 October 2004  Net book value At 31 October 2004  271,700						£
At 1 November 2003 Charge for the year  At 31 October 2004  Net book value At 31 October 2004  271,700			004			390,737
Charge for the year       5,400         At 31 October 2004       119,037         Net book value       271,700         At 31 October 2004       271,700		Depreciation based on cost				
At 31 October 2004 119,037  Net book value At 31 October 2004 271,700		At 1 November 2003				113,637
Net book value At 31 October 2004  271,700		Charge for the year				5,400 ————
At 31 October 2004 271,700		At 31 October 2004				119,037
		Net book value				
At 31 October 2003 277,100		At 31 October 2004				271,700
		At 31 October 2003				277,100

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

Included above are assets held under finance leases or hire purchase contracts as follows:

	Plant and machinery	Fixtures, fittings & equipment	Total
	£	£	£
Net book values			
At 31 October 2004	7,667	-	7,667
At 31 October 2003	148,377	-	148,377
	<del></del>	<del></del>	<del></del>
Depreciation charge for the year			
31 October 2004	1,437	-	1,437
31 October 2003	37,047	-	37,047

Freehold land and buildings were revalued for the purposes of the 31 October 1992 financial statements on the basis of open market value for existing use. These valuations were made by Messrs. G. L. Hearn and Partners, Chartered Surveyors.

# 8 Fixed asset investments

Company

	Shares in group undertakings £
Cost At 1 November 2003 & at 31 October 2004	2,010,000
At 31 October 2003	2,010,000

In the opinion of the director, the aggregate value of the company's investment in subsidiary undertakings is not less than the amount included in the balance sheet.

### Holdings of more than 20%

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

Company	Country of registration or incorporation	Shares held	
	•	Class	%
Subsidiary undertakings			
Snows Business Forms Limited	England & Wales	Ordinary	100

The principal activity of these undertakings for the last relevant financial year was as follows:

Snows Business Forms Limited Production & sale of continuous stationery

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

9	Stocks and work in progress				
	· -	Group		Company	
		2004	2003	2004	2003
		£	£	£	£
	Raw materials and consumables	520,304	481,473	-	_
	Work in progress	61,757	42,187	-	-
		<del></del>	<del></del>	<del></del>	<del></del>
		582,061	523,660	-	-
		<del>===</del>	<del></del>		

# 10 Debtors

	Group		Company	
	2004	2003	2004	2003
	£	£	£	£
Trade debtors	1,024,509	968,753	•	_
Other debtors	-	2,662	-	-
Prepayments and accrued income	11,187	18,486		
	1,035,696	989,901		

Trade debtors include factored debts amounting to £685,528 (2003: £622,525).

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# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

	Grou	Group		Company		
	2004	2003	2004	2003		
	£	£	£	£		
Bank loans and overdrafts	265,755	268,705	65,448	78,576		
Net obligations under finance lease and hire						
purchase contracts	885	53,561	-	-		
Trade creditors	535,322	533,181	-	-		
Amounts owed to group undertakings	_	-	1,139,552	1,052,075		
Corporation tax	37,300	3,250	-	-		
Taxes and social security costs	95,793	94,558	-	-		
Directors current accounts	-	15,449	-	15,449		
Other creditors	513,987	483,297	-	-		
Accruals and deferred income	56,300	71,650	-	-		
	1,505,342	1,523,651	1,205,000	1,146,100		
	<del>===</del>	<del></del>	<del></del>	<del></del>		
Debt due in one year or less	513,987	483,297	_	_		

The bank overdraft is secured by a fixed and floating charge over all of the company's assets.

Other creditors include amounts due under the debt factoring arrangement of £513,987 (2003: £483,297) which are secured by intercompany guarantees and a debtor and stock debenture.

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

	Group		Company	
	2004	2003	2004	2003
	£	£	£	4
Bank loans	-	58,900	-	58,900
Other loans Net obligations under finance leases and hire	20,000	20,000	20,000	20,000
purchase agreements	<del></del>	251	<b></b>	
	20,000	79,151 	20,000	78,900 ———
Analysis of loans				
Wholly repayable within five years	599,435	640,773	85,448	157,476
Included in current liabilities	(579,435)	(561,873)	(65,448)	(78,576)
	20,000	78,900	20,000	78,900
Loan maturity analysis	<del></del> -			
In more than one year but not more than two years	_	58,900	<u>.</u>	58,900

The bank loan is secured by a fixed and floating charge over the assets of the company. It is repayable by monthly instalments and bears interest at 2% over LIBOR.

Obligations due under hire purchase and finance leases are secured on the individual assets themselves.

Net obligations under finance leases and hire purchase contracts				
Repayable within one year	885	53,561	-	-
Repayable between one and five years	-	251	-	-
		<del></del>		
	885	53,812	-	-
Included in liabilities falling due within one				
year	(885)	(53,561)	-	-
	<del></del>	<del></del>		
	-	251	-	-

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

13	Provisions for liabilities and charges	
	Group	

Deferred taxation

£

Balance at 1 November 2003 Profit and loss account

66,000 (24,000)

Balance at 31 October 2004

42,000

### The deferred tax liability is made up as follows:

Group

Company

Deferred taxation provided in the financial statements is as follows:

	Group		Company			
	2004	2003	2004 2003 2004	2004	2003	
	£	£	£	£		
Accelerated capital allowances	42,000	66,000				

#### 14 Pension costs

### **Defined contribution**

The company operates a defined contribution pension scheme for the benefit of the employees and directors. The assets of the scheme are administered by trustees in a fund independent from those of the company.

	2004 £	2003 £
Contributions payable by the company for the year	25,494	27,914

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

15	Share capital	2004	2003
	·	£	£
	Authorised		
	30,000 Ordinary shares of £1 each	30,000	30,000
	750,000 Convertible redeemable preference shares of £1 each	750,000	750,000
		780,000	780,000
	Allotted, called up and fully paid		
	14,285 Ordinary shares of £1 each	14,285	10,000
	- Convertible redeemable preference shares of £1 each		600,000
		14,285	610,000

The company shall redeem for cash at par or procure the redemption for cash at par of the remaining preference shares in the following numbers and on the following redemption dates:

Number	Redemption Date
200,000	1 July 2001 1 July 2002
200,000	1 July 2003

If the company fails to redeem the number of preference shares specified on the relevant date, the holders of the preference shares shall be entitled to convert such number of preference shares as have not yet been redeemed into such numbers of ordinary shares. On 21st January 2004, the holders of the preference shares exercised their rights to convert the unredeemed preference shares into ordinary shares. 600,000 preference shares of £1 each were converted into 4,285 ordinary shares of £1 each at a premium of £139.0233 per share.

## Voting Rights

The preference shares shall entitle the holders to the right to attend but not vote at general meetings except where there is a variation in class rights or on a resolution to wind the company up.

A proxy appointed by a member of the company may vote on a show of hands as well as on a poll, but no person present shall be entitled to more than one vote on a show of hands.

#### Rights to dividends

Only ordinary shareholders may receive dividends in respect of each financial year.

#### Rights on winding up

Profits available for distribution are applied as follows:

First in paying to the preference shareholders the subscription price.

Second in paying to the ordinary shareholders the subscription price paid, or if there are insufficient assets to repay such amounts in full, in repaying such amounts pro rata between the holders according to the subscription price.

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

16	Statement of movements on reserves Group			
		Share premium	Other reserves	Profit and loss account
		account £	£	£
	Balance at 1 November 2003 Retained profit for the year	-	150,000 -	95,798 45,317
	Premium on shares issued during the year	595,715	_	<u> </u>
	Balance at 31 October 2004	595,715	150,000	141,115
	Other reserves Capital redemption reserve			
	Balance at 1 November 2003 & at 31 October 2004		150,000	
	Company	<b>.</b>	•	- 54
		Share premium re	Other serves (see	Profit and loss account
		account £	below) £	£
	Balance at 1 November 2003	-	150,000	25,000
	Premium on shares issued during the year	595,715		
	Balance at 31 October 2004	595,715	150,000	25,000
	Other reserves Capital redemption reserve			
	Balance at 1 November 2003 & at 31 October 2004		150,000	

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

2003 £	2004 £	Reconciliation of movements in shareholders' funds Group	17
(63,497)	45,317	Profit/(Loss) for the financial year	
-	600,000	Proceeds from issue of shares	
-	(600,000)	Purchase of own shares	
(63,497)	45,317	Net addition to/(depletion in) shareholders' funds	
919,295	855,798	Opening shareholders' funds	
855,798	901,115	Closing shareholders' funds	
2003	2004		
£	£	Company	
25,000	-	(Loss)/Profit for the financial year	
-	600,000	Proceeds from issue of shares	
	(600,000)	Purchase of own shares	
25,000	<del></del>	Net (depletion in)/addition to shareholders' funds	
760,000	785,000	Opening shareholders' funds	
785,000	785,000	Closing shareholders' funds	

# 18 Contingent liabilities

### Group

At 31st October 2004, the company had contingent liabilities in respect of inter-company guarantees in relation to its subsidiary's bank borrowings and amounts obtained in relation to its debt factoring arrangements. The liabilities under the guarantee amounted to £194,082 (2003: £190,129) and £513,987 (2003: £483,297) respectively.

### 19 Financial commitments

At 31 October 2004 the group had annual commitments under non-cancellable operating leases as follows:

	Other	
	2004	2003
	£	£
Expiry date:		
Within one year	1,264	513
Between two and five years	36,058	33,834
	37,322	34,347
	<del></del>	=======================================

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2004

20	Director's emoluments	2004 £	2003 £
	Emoluments for qualifying services	66,592	65,630

The number of directors for whom retirement benefits are accruing under money purchase pension schemes amounted to 1 (2003- 1).

### 21 Employees

# **Number of employees**

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

·	2004 Number	2003 Number
Selling and distribution	20	21
Administration	22	25
Production	43	45
	85	91
Employment costs		
	£	£
Wages and salaries	1,517,304	1,490,348
Social security costs	134,858	126,519
Other pension costs	25,494	27,914
	1,677,656	1,644,781
	=======================================	=====

### 22 Control

The group is controlled by G L Cutts, the director.

### 23 Related party transactions

# Group

The company is controlled by G L Cutts, the director. During the year, the company traded with Int-E-Com Services Limited, a company controlled by G L Cutts.

Sales totalling £889 (2003: £1,340) were made and at the year end the balance due to the group from Int-E-Com Services Limited was £2,844 (2003: £2,662).

During the year, Int-E-Com Services Limited made various recharges to the group. Charges of £4,000 (2003: £Nil) for use of the credit card facility and £600 (2003: £Nil) for vehicle leasing were payable and a total of £4,600 (2003: £Nil) was due to Int-E-Com Services Limited at the year-end.