

# ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2003



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## INDEPENDENT AUDITORS' REPORT TO INTERNATIONAL PAPER CONVERTERS LIMITED UNDER SECTION 247B OF THE COMPANIES ACT 1985

We have examined the abbreviated accounts set out on pages 2 to 5, together with the financial statements of the company for the year ended 31 December 2003 prepared under section 226 of the Companies Act 1985.

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

The directors are responsible for preparing the abbreviated accounts in accordance with section 246 of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with sections 246(5) and (6) of the Act to the Registrar of Companies and whether the accounts to be delivered are properly prepared in accordance with those provisions and to report our opinion to you.

#### Basis of audit opinion

We have carried out the procedures we considered necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared. The scope of our work for the purpose of this report did not include examining or dealing with events after the date of our report on the financial statements.

#### Opinion

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with sections 246(5) and (6) of the Companies Act 1985, and the abbreviated accounts on pages 2 to 5 are properly prepared in accordance with those provisions.

Leibovitch & Co

**Chartered Accountants** 

Registered Auditor

25 February 2004

249 Cranbrook Road

llford

Essex

IG1 4TG

# ABBREVIATED BALANCE SHEET AS AT 31 DECEMBER 2003

|  |       | 2003              |           | 2002<br>as restated |           |
|--|-------|-------------------|-----------|---------------------|-----------|
|  | Notes | £                 | £         | £                   | £         |
| Fixed assets                           |       |                   |           |                     |           |
| Tangible assets                        | 2     |                   | 203,929   |                     | 239,264   |
| Investments                            | 2     |                   | 2         |                     |           |
|  |       |                   | 203,931   |                     | 239,264   |
| Current assets                         |       |                   |           |                     |           |
| Debtors                                |       | 366,817           |           | 518,788             |           |
| Cash at bank and in hand               |       | 389,441           |           | 534,293             |           |
|  |       | 756,258           |           | 1,053,081           |           |
| Creditors: amounts falling due within  | 1     |                   |           |                     |           |
| one year                               |       | (883,179)<br>———— |           | (1,296,416)         |           |
| Net current liabilities                |       |                   | (126,921) |                     | (243,335) |
| Total assets less current liabilities  |       |                   | 77,010    |                     | (4,071)   |
| Provisions for liabilities and charges |       |                   | (12,968)  |                     | -         |
|  |       |                   | 64,042    |                     | (4,071)   |
|  |       |                   |           |                     | (4,071)   |
| Capital and reserves                   |       |                   |           |                     |           |
| Called up share capital                | 3     |                   | 10        |                     | 10        |
| Profit and loss account                |       |                   | 64,032    |                     | (4,081)   |
| Shareholders' funds                    |       |                   | 64,042    |                     | (4,071)   |

These abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved by the Board on 25 February 2004

J Denney D Slack
Director Director

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# NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2003

#### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

#### 1.2 Turnover

Turnover represents amounts receivable for goods and services net of VAT 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 less estimated residual value of each asset over its expected useful life, as follows:

Land and buildings Leasehold

20% Straight Line and over the period of leases

Fixtures, fittings & equipment

20% - 33% on Straight Line

Motor vehicles

25% on Reducing Balance

#### 1.4 Investments

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

#### 1.5 Foreign currency translation

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

# NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

| 2 | Fixed assets        |                    |             |         |
|---|---------------------|--------------------|-------------|---------|
|   |                     | Tangible<br>assets | Investments | Total   |
|   |                     | £                  | £           | £       |
|   | Cost                |                    |             |         |
|   | At 1 January 2003   | 450,156            | -           | 450,156 |
|   | Additions           | 53,492             | 2           | 53,494  |
|   | Disposals           | (2,500)            | <b>-</b>    | (2,500) |
|   | At 31 December 2003 | 501,148            | 2           | 501,150 |
|   | Depreciation        |                    | -           |         |
|   | At 1 January 2003   | 210,892            | -           | 210,892 |
|   | On disposals        | (1,094)            | -           | (1,094) |
|   | Charge for the year | 87,421             |             | 87,421  |
|   | At 31 December 2003 | 297,219            | -           | 297,219 |
|   | Net book value      |                    |             |         |
|   | At 31 December 2003 | 203,929            | 2           | 203,931 |
|   | At 31 December 2002 | 239,264            | -           | 239,264 |
|   |                     | •                  |             |         |

#### Holdings of more than 20%

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

| Company                 | Country of registration or | Shares held |     |  |
|-------------------------|----------------------------|-------------|-----|--|
|                         | incorporation              | Class       | %   |  |
| Subsidiary undertakings |                            |             |     |  |
| Cheque Changers Limited | England                    | Ordinary    | 100 |  |

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

| Capital                     | and  | Profit for the |
|-----------------------------|------|----------------|
| rese                        | rves | year           |
| 2                           | 003  | 2003           |
|                             | £    | £              |
| Cheque Changers Limited 78, | 493  | 25,246         |
| <del></del>                 |      |                |

# NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2003

| 3 | Share capital   | 2003<br>£ | 2002<br>£ |
|---|---|-----------|-----------|
|   | Authorised 100 Ordinary shares of £ 1 each                        | 100       | 100       |
|   | Allotted, called up and fully paid 10 Ordinary shares of £ 1 each | 10        | 10        |