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# REPORT OF THE DIRECTORS AND FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 DECEMBER 2003

**FOR** 

**CAISTER LIMITED** 



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# COMPANY INFORMATION FOR THE YEAR ENDED 31 DECEMBER 2003

DIRECTOR:

Paul Hamilton

Ibilola Olaayinde

**SECRETARY:** 

Paul Hamilton

**RECISTERED OFFICE:** 

45 Winford House

Jodrell Road

London E3 2LT.

**RECISTRATION NUMBER:** 

36 86 6 09

**ACCOUNTANTS:** 

Charles Luf and Co.

**Chartered Certified Accountants** 

134E Kingsland Road

London E2 8DY

BANKERS:

Barclays Bank Plc.

P.O. Box 1006, 2 Station Parade

Barking IG11 8AT.

# REPORT OF THE DIRECTOR FOR THE YEAR ENDED 31 DECEMBER 2003

The Director presents his report with the Financial Statements for the year ∈nded 31 December 2003.

#### PRINCIPAL ACTIVITY

The Company's principal activity during the period under review continued to be that cf IT Contractors.

#### DIRECTOR'S INTERESTS

The Director who served throughout the year and his interests in the Ordinary Share Capital of the Company were as follows:

£1 Ordinary Shares

Paul Hamilton

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#### DIRECTOR'S RESPONSIBILITY

The Director is responsible for the preparation of the Financial Statements.

#### RESULTS AND DIVIDENDS

The results for the year are shown in the Profit and Loss Account.

#### **ACCOUNTANTS**

Messrs Charles Luf & Co., Chartered Certified Accountants, have been appointed the Company's Accountants in accordance with section 354 of Companies Act 1985.

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

BY ORDER OF THE BOARD

SECRETARY

DATE 6/10/64

#### ACCOUNTANTS' REPORT

# REPORT OF THE ACCOUNTS TO THE SHAREHOLDERS ON THE FINANCIAL STATEMENTS OF FOR THE YEAR ENDED 31 DECEMBER 2003

We report on the Financial Statements for the year ended 31 December 2003 set out on pages 4 to 10.

#### Respective Responsibilities of Directors and Reporting Accountants

As describbed on page 4, the Company's Director is responsible for the preparation of the Financial Statements and he believes the Company is exempt from an audit. It is cur responsibility to carry out procedures designed to enable us to report our opinion.

#### Basis of Opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the Financial Statements with the accounting records kept by the Company, and making such limited enquiries of the officers of the Company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

#### Opinion

In our opinion:

- (a) The Financial Staatements are in agreement with the accounting records kept by the Company under section 221 of the Companies Act 1985.
- (b) Having regard only to, and on the basis of, the information contained in those accounting records,
  - (I) The Financial Statements have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Companies Act 1985; and
  - (ii) The Company satisfied the conditions for exemption for an audit of the Financial Statements for the period specified in section 249A(4) of the Companies Act 1985 and did not, at any time within that period, fall within any of the categories of companies not entitled to the exemption specified in Charles W section 249B(1).

Charles Luf & Co.

Chartered Certified Accountants

134E Kingsland Road

London E2 8DY

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# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2003

	Notes	2003 £	2002 £
TURNOVER	2	15,145	23,148
Total Expenses		14,547	18,161
OPERATING PROFIT/ (LOSS) Other Income		598	4,987 0
PROFIT ON ORD INARY ACTIVITIES BEFORE TAXATION	S	598	4,987
Tax on Profit on Ordinary Activities	2	0	83
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION	•	598	4,904
DIV DENDS		0	0
RETAINED PROFIT FOR THE YEAR		598	4,904
RETAINED PROFIT BROUGHT FOR	WARD	7,987	3,083
RETAINED PROFIT FOR THE YEAR		8,585	7,987

### **CONTINUING OPERATIONS**

None of the Company's activities were acquired or discontinued during the current period.

# TOTAL RECOGNISED GAINS AND LOSSES

The Company has no recognised gains and losses other than the profit/loss for the current period.

#### **BALANCE SHEET AS AT 31 DECEMBER 2003**

	Notes	2003 £	2003 £	2002 €	2002 £
FIXED ASSETS	11000	<b>∞</b>	•	~	~
Tang-ble Assets	5		7,649		2,510
CURRENT ASSETS	6	3,286		9,697	
CREDITORS: Amounts Fall	ling				
Due Within One Year	7	2,348		4,218	
NET CURRENT ASSETS			938		5,479
TOTAL ASSETS LESS CU	RRENT L	IABILITIES	8,587		7,989
CAPITAL AND RESERVE	S				
Call∈d-up Share Capital			2		2
Profit and Loss Account			8,585		7,987
SHAREHOLDERS' FUNDS	S		8,587		7,989

The Company is entitled to exemption from audit under section 249A(2) of the Companies Act 1985 for the year ended 31 December 2003.

No notice has been deposited under section 249B(2) of the Companies Act 1985 in relation to its Financial Statements for the financial year.

The Director acknowledges his responsibilities for:

- (a) Ensuring that the Company keeps accounting records which comply with section 221 of the Companies Act 1985; and
- (b) Freparing Financial Statements which give a true and fair view of the state of affairs of the Comp my as at the end of each financial year and of its Profit or Loss for each financial year in accordance with the requirements of section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to Financial Statements, so far as applicable to the Company.

The Financial Statements have been prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small companies.

APPROVED BY THE BOARD AND SIGNED ON ITS BEHALF BY

DIRECTOR

DATE 6/10/GY

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2003

#### 1. ACCOUNTING POLICIES

#### Accounting Convention

The Financial Statements have been prepared under the historical cost convention.

#### Financial Reporting Standards Number 1

Exemption has been taken from preparing a Cash Flow Statement on the grounds that the Company qualifies as a small company.

#### 2. TURNOVER

The Turnover and Profit Before Taxation are attributable to the one principal activ ty of the Company and stated net of value added tax.

#### Depreciation

Depreciation is calculated to write off the cost of tangible fixed assets over their estimated useful lives, using the reducing balance method. The rates of depreciation applied during the year are detailed below:

Equipment	25%
Motor Car	15%

#### **Deffered Taxation**

Deffered tax is provided for under the liability method using the tax rates estimated to arise when the timing differences reverse and is accounted for to the extent that it is probable that a liability or asset will crystallise. Unprovided defferedtax is disclosed as a contingent liability.

#### 3. Operating profit

The operating profit is arrived at after charging or crediting:

	2003	2002
	£	£
Depreciation of ow 1 assets	1,646	837
Director's Emoluments	5,200	10,000

#### 4. Directors and Employees

There were no employees except directors.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2003

# 5. TANGIBLE & INTANGIBLE FIXED ASSETS

	Equipment	Motor Car	Total
COS I/VALUATION	£	£	£
At 1 January 2003	4442	0	4442
Addi-ions	0	6785	6785
At 31 December 2003	4442	6785	11227
DEPRECIATION			
At 1 January 2003	1932	0	1932
Charge for the year	628	1018	1646
At 3 <sup>-</sup> December 2003	2560	1018	3578
NET BOOK VALUE			
At 3 December 2003	1883	5767	7649
At 3 December 2002	2510	0	2510
6. Current Assets:		2003	2002
		£	£
Cast In Hand		3,286	9,697
7.CREDITORS : AMOUNT FALLIN	G DUE		
WITHIN ONE YEAR		£	£
Accountancy Fees		600	600
Banl Overdraft		1,595	1,380
PAYE/ NI		95	1,504
Employers NI		58	650
Corporation Tax		0	83
8. Share Capital		2,348	4,218
o. Saute Capital			
Aut 10rised			
Equity Shares 2 Ondinary shares of 1.00 each		2	2
Allcted			
Equity Shares			
2 A loted, called up and fully paid ordin	ary	2	2
shares of 1.00 each	0		

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2003

9. Reserves	Profit & Loss	Profit & loss
	Account	Account
	£	£
Profit for the period	598	4,987

# 10. Control

Thro ighout the year the company was controlled by the directors.

# DETAILED PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2003

	<b>2003</b> £	<b>2003</b> £	<b>2002</b> £	<b>2002</b> £
Turrover		15,145		23,148
Less Admin and other opera	ting Exp	enses		
Telephone	1,025		795	
Salary & Wages	5,200		10,000	
Emp oyers' NIC	58		650	
Printing, Postage & Stationery	429		519	
Motor Expenses	1,313		1,147	
Accountancy Fees	600		600	
Bank Charges	101		166	
Interest	106		112	
Repairs	363		411	
Trairing & Development	2,491		1,865	
Cleaning & Laundry	0		323	
Advertising	1,215		736	
Depreciation of Own assets	1,646	14,547	837	18,161
Net Operating Profit for the Per	riod	598		4,987