## FINANCIAL STATEMENTS

**FOR** 

31ST MARCH 2001



COMPANIES HOUSE

0043 03/11/01

**Company Registration Number 3819687** 

## **ARTHUR GODDARD & CO**

Chartered Accountants & Registered Auditors
2 St John's Place
St John's Square
London EC1M 4NP

## FINANCIAL STATEMENTS

## YEAR ENDED 31ST MARCH 2001

CONTENTS	PAGES		
Officers and professional advisers	1		
The directors' report	2 to 3		
Auditors' report to the members	4		
Income and expenditure account	5		
Balance sheet	6		
Notes to the financial statements	7 to 9		
The following pages do not form part of the financial statements			
Detailed income and expenditure account	11		
Notes to the detailed income and expenditure account	12		

## OFFICERS AND PROFESSIONAL ADVISERS

The board of directors

D W Robertson

J C Brind (Treasurer) Dr R W Bushaway

Dr P G Graham (Chairman)

M B Haywood Dr T Long Mrs G Pearman Ms C W Quinn B A McCaul N Johnson H G Thomson

Mrs A V Craig (Vice-Chair)

Company secretary

B A McCaul

Registered office

3rd Floor 10 Fleet Place Limeburner Lane

London EC4M 7SB

**Auditors** 

Arthur Goddard & Co Chartered Accountants & Registered Auditors 2 St John's Place St John's Square London EC1M 4NP

**Bankers** 

National Westminster bank Plc

PO Box 209

72 Gloucester Road

Bishopston Bristol BS99 5AF

**Solicitors** 

Dibb Lupton Alsop India Buildings Water Street Liverpool L2 0NH

### THE DIRECTORS' REPORT

## YEAR ENDED 31ST MARCH 2001

The directors have pleasure in presenting their report and the financial statements of the company for the year ended 31st March 2001.

## PRINCIPAL ACTIVITIES

The principal activities of the company during the year have been:

- 1. To provide a single voice to Government and others.
- 2. To promote understanding and partnerships between member institutions and industry, commerce, charities and the public sector.
- 3. To keep its members and others informed on current issues and developments relevant to industry related collaborations, research administration and technology transfer.
- 4. To improve professionalism and performance and best practice.
- 5. To promote the organisation as a resource of information, expertise etc.
- 6. To advise CVCP (now Universities UK) on matters relating to its area of competence.

#### DIRECTORS

The directors who served the company during the year were as follows:

D W Robertson

J C Brind (Treasurer)

Dr R W Bushaway

Dr P G Graham (Chairman)

M B Haywood

Dr T Long

Mrs G Pearman

Ms C W Quinn

B A McCaul

N Johnson

H G Thomson

Mrs A V Craig (Vice-Chair)

Ms K Huges was appointed as a director on 1st August 2001.

J Houston was appointed as a director on 1st August 2001.

G M Logan was appointed as a director on 1st August 2001.

Ms G McFadzean was appointed as a director on 1st August 2001.

M Waddell was appointed as a director on 1st August 2001.

D W Robertson retired as a director on 1st August 2001.

Dr P G Graham (Chairman) retired as a director on 1st August 2001.

Mrs G Pearman retired as a director on 1st August 2001.

Ms C W Quinn retired as a director on 1st August 2001.

H G Thomson retired as a director on 1st August 2001.

## THE DIRECTORS' REPORT (continued)

### YEAR ENDED 31ST MARCH 2001

### DIRECTORS' RESPONSIBILITIES

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

In preparing those financial statements, the directors are required to select suitable accounting policies, as described on page 7, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The directors must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company 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 company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The directors are 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.

### **AUDITORS**

A resolution to re-appoint Arthur Goddard & Co as auditors for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

#### SMALL COMPANY PROVISIONS

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

Registered office:

3rd Floor 10 Fleet Place Limeburner Lane

London EC4M 7SB Signed by order of the directors

B A McCAUL Company Secretary

Approved by the directors on 27 September 2001

### **AUDITORS' REPORT TO THE MEMBERS**

### YEAR ENDED 31ST MARCH 2001

We have audited the financial statements on pages 5 to 9 which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000), under the historical cost convention and the accounting policies set out on page 7.

### RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND THE AUDITORS

As described on page 3, the company's directors are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

#### BASIS OF AUDIT OPINION

We conducted our audit in accordance with 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 directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company'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.

### **FUNDAMENTAL UNCERTAINTY**

In forming our opinion, we have considered the adequacy of the disclosures made in the financial statements concerning the possible outcome of the company's present negotiations with H.M.Customs and Excise regarding its value added tax status. The future outcome of these negotiations could result in additional liabilities and a significant reduction in the company's reserves, included in the balance sheet at £68,342. Details of the circumstances relating to this fundamental uncertainty are described in note 8. Our opinion is not qualified in this respect.

## **OPINION**

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31st March 2001 and of the loss of the company for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.

2 St John's Place St John's Square London EC1M 4NP ARTHUR GODDARD & CO Chartered Accountants & Registered Auditors

2ND NOVEMBER 2001

## **INCOME AND EXPENDITURE ACCOUNT**

## YEAR ENDED 31ST MARCH 2001

	Note	Year to 31 Mar 01 £	Period from 30 Jul 99 to 31 Mar 00 £
INCOME		73,906	19,491
Administrative expenses		89,802	30,596
OPERATING LOSS	3	(15,896)	(11,105)
Interest receivable		2,314	864
LOSS ON ORDINARY ACTIVITIES BEFORE TAXATION		(13,582)	(10,241)
Tax on loss on ordinary activities	4	(247)	(254)
LOSS FOR THE FINANCIAL YEAR		(13,829)	(10,495)
Balance brought forward Funds transferred from Association		82,171	- 92,666
Balance carried forward		68,342	82,171

## **BALANCE SHEET**

## **31ST MARCH 2001**

	Note	e 2001		2000	
		£	£	£	£
FIXED ASSETS					
Tangible assets	5		2,224		3,291
CURRENT ASSETS					
Debtors	6	2,429		1,842	
Cash at bank		88,474		99,893	
		90,903		101,735	
CREDITORS: Amounts falling due	•				
within one year	7	24,785		22,855	
NET CURRENT ASSETS			66,118		78,880
TOTAL ASSETS LESS CURRENT	Γ LIABIL	ITIES	68,342		82,171
RESERVES	10				
Income and Expenditure Account			68,342		82,171
MEMBERS' FUNDS			68,342		82,171

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

These financial statements were approved by the directors on the 27 September 2001 and are signed on their behalf by:

J C BRIND (TREASURER)

MRS A V CRAIG (VICE-CHAIR)

## **NOTES TO THE FINANCIAL STATEMENTS**

### YEAR ENDED 31ST MARCH 2001

## 1. ACCOUNTING POLICIES

## Basis of accounting

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

#### Income

The income shown in the income and expenditure account represents subscriptions receivable from members, together with income from conference sponsorship and seminars. No vat has been charged.

## Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment

- 33 1/3% on a straight-line basis

#### 2. INCOME

Income of £71,305 (2000: £19,491) as set out in the Income and Expenditure Account is made up as follows:

	Year to 31 Mar.01 £	Period to 31 Mar 00 £
University Subscriptions	40,480	11,800
Non University Subscriptions	16,850	5,511
Conference sponsorship and seminars	16,576	2,180
	73,906	19,491

#### OPERATING LOSS 3.

Operating loss is stated after charging:

		Period from
	Year to	30 Jul 99 to
	31 Mar 01	31 Mar 00
	£	£
Directors' emoluments	-	-
Depreciation	1,320	415
Auditors' fees	925	881

## **NOTES TO THE FINANCIAL STATEMENTS**

## YEAR ENDED 31ST MARCH 2001

4.	TAX ON LOSS ON ORDINARY ACTIVITIES		
		Year to 31 Mar 01 £	Period from 30 Jul 99 to 31 Mar 00 £
	In respect of the year:	£	<i>.</i> .
	Corporation Tax based on the results for the year at 10% (2000 - 20%)	231	254
	Adjustment in respect of previous years:		
	Corporation Tax	$\frac{16}{247}$	254
5.	TANGIBLE FIXED ASSETS		
			Equipment
	COST At 1st April 2000 Additions		\$ 3,706 253
	At 31st March 2001		3,959
	DEPRECIATION At 1st April 2000 Charge for the year		415 1,320
	At 31st March 2001		1,735
	NET BOOK VALUE At 31st March 2001		2,224
	At 31st March 2000		3,291
6.	DEBTORS		<del></del>
		2001	2000
	Trade debtors	£ 1,067	£ 300
	Corporation Tax repayable	-	159
	Prepayments and accrued income	1,362	1,383
		2,429	1,842

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31ST MARCH 2001

## 7. CREDITORS: Amounts falling due within one year

	2001		2000	
Trade creditors Other creditors including taxation:	£	£ 2,176	£	£ 1,523
Corporation Tax Accruals and deferred income		231 22,378		21,332
		24,785		22,855

### 8. CONTINGENCIES

The company is still negotiating with H.M.Customs and Excise its value added tax status on behalf of itself and the former association. Although the directors consider that the activities are outside the scope of value added tax, the outcome of these negotiations remains to be resolved. Consequently, no provision has been provided in these accounts on transactions for the company or the former association.

The directors are, however, of the opinion that the company has sufficient funds to meet any such liability should it arise.

## 9. RELATED PARTY TRANSACTIONS

University College London, a member of the company, also provides secretariat services to the company. Fees charged for these services in respect of the year ended 31st March 2001 amounted to £56,182. There were no balances outstanding at the balance sheet date.

## 10. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and does not have a share capital. On a winding up or dissolution of the company, each member's liability is limited to £1. In the event of any surpluses remaining, after the satisfaction of all debts and liabilities on a winding up or dissolution of the company, these will be given or transferred to a charitable institution or institutions having objects similar to the objects of the company and which will prohibit distribution of its or their income and property to an extent at least as great as is imposed on the company.