

COMPANY NO: 04116112

**SCRIP SECRETARIES LIMITED**

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE PERIOD ENDED 30TH NOVEMBER 2001**



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COMPANIES HOUSE

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28/09/02

## SCRIP SECRETARIES LIMITED

### REPORT OF THE DIRECTORS FOR THE PERIOD ENDED 30TH NOVEMBER 2001

#### **1 Directors' Responsibilities**

The directors are required by law to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the company as at the end of the financial period and of the profit or loss and total recognised gains or losses for that period. The directors confirm their responsibility for the following:

- 1.1 To ensure that appropriate accounting policies have been used and applied consistently, and reasonable and prudent judgements and estimates have been made, in the preparation of the financial statements for the period ended 30th November 2001.
- 1.2 To prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- 1.3 For maintaining adequate accounting record, for safeguarding the assets of the company, and for taking reasonable steps to prevent and detect fraud and other irregularities.
- 1.4 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. They 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.

#### **2 Results and Dividends**

The trading profit for the period was nil.

No dividend is recommended.

The amount transferred to reserves was nil.

#### **3 Principal Activities and Review of the Business**

The business of the company from which the whole of the turnover was derived was that of acting as secretaries registrars and directors of companies.

The company did not trade in the period and its' profits for the year were nil.

There have been no events since the balance sheet date which materially affect the position of the company.

#### 4 Directors' Interests

The Directors of the company during the period and their beneficial interests in the issued share capital of the company were:

	Shareholdings at	
	30/11/01	23/11/00
N R Gordon (appointed 23.11.00)	1	1
J M Paddock (appointed 23.11.00)	1	1
D Smith (appointed 23.11.00)	-	-
N Ziman (appointed 23.11.00)	-	-
Waterlow Secretaries Ltd (appointed & resigned 23.11.00)	-	-
Waterlow Nominess Ltd (appointed & resigned 23.11.00)	-	-

By Order of the Board



J M Paddock  
Secretary

#### REGISTERED OFFICE

17 Hanover Square  
London W1S 1HU

SCRIP SECRETARIES LIMITED

PROFIT AND LOSS ACCOUNT

FOR THE PERIOD ENDED 30TH NOVEMBER 2001

	Notes	2001 £
Turnover		-
<u>Less:</u>		
Administrative Expenses	2	-
Operating Result		<hr/> -
Taxation	4	-
Profit/(Loss) after Taxation		<hr/> -
Profit/(Loss) brought forward		-
Profit/(Loss) carried forward		<hr/> <hr/> -

There are no recognised gains or losses other than those shown above.

SCRIP SECRETARIES LIMITED


BALANCE SHEET AS AT 30TH NOVEMBER 2001

Current Assets	Notes	2001 £
Debtors	5	2
Bank and Cash Balances		-
		<u>2</u>
<b>Creditors</b>		
Amounts due within one year		-
		<u>-</u>
<b>Net Current Assets</b>		<u>2</u>
<b>Total Assets Less Current Liabilities</b>		<u>2</u>
<b>Capital and Reserves</b>		
Share Capital	6	2
Profit and Loss Account	7	-
Equity Shareholders' Funds	8	<u>2</u>

For the financial year ended 30<sup>th</sup> November 2001:

- (a) the company was entitled to exemption from audit under section 249A(1) of the Companies Act 1985;
- (b) no notice from members requiring an audit has been deposited under Section 249B (2); and
- (c) the directors acknowledge their responsibilities for:
  - (i) ensuring that the company keeps accounting records which comply with Section 221, and
  - (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the period and of its profit or loss for the financial period in accordance with the requirements of section 226 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

The accounts on pages 3 to 6  
were Signed on behalf of the Board by:

.....  ..... N R Gordon  
Director

..... 27/9/02 ..... Date

**SCRIP SECRETARIES LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AT 30TH NOVEMBER 2001**

1 **Accounting Policies**

**Accounting Conventions**

The financial statements have been prepared under the historical cost convention and are in accordance with applicable Accounting Standards.

**Turnover**

Turnover is the amount of sales invoiced to customers exclusive of Value Added Tax.

The company acts as secretaries registrars and directors of companies.

**Taxation**

The company is a close company within the meaning of the Income and Corporation Taxes Act 1988.

**Deferred taxation**

No liability arises.

2 **Administrative Expenses**

No administrative expenses were incurred in the period.

3 **Employees**

The average weekly number of employees, including directors, during the period was as follows:

2001

4

4 **Taxation**

The charge for UK corporation tax at 0% was nil.

No provision for deferred taxation arises.

**SCRIP SECRETARIES LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**AT 30TH NOVEMBER 2001**

5 **Debtors**

The following amounts fall due within one year:

	2001 £
Other Debtors	<u>2</u>

6 **Share Capital**

	2001 £
Authorised 100 Ordinary Shares of £1 each	<u>2</u>
Allotted, called up and fully paid 2 Ordinary Shares of £1 each	<u>2</u>

7 **Reconciliation Of Movements In Shareholders' Funds**

	2001 £
Profit/(Loss) for the financial period	-
Opening shareholders' funds	<u>-</u>
Closing shareholders' funds	<u>-</u>

8 **Reserves**

	Share Capital £	Profit & Loss £	Total £
Balance at 23/11/00	2	-	2
Transfer of Profit & Loss for the period	<u>-</u>	<u>-</u>	<u>-</u>
Balance at 30/11/01	<u>2</u>	<u>-</u>	<u>2</u>