# DALLAS KIRKLAND (PROFESSIONS) LIMITED FINANCIAL STATEMENTS 31ST DECEMBER 2004

Company number: 4157814

**Bentley Jennison** 

CHARTERED ACCOUNTANTS

Harrogate



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# FINANCIAL STATEMENTS

#### Year ended 31st December 2004

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#### COMPANY INFORMATION

#### 31st December 2004

Company number

4157814

**Executive Directors** 

R H C Kirkland C M Hudson A Prescott

Secretary

C M Hudson

Registered Office

Dallas House Low Moor Bradford BD12 0HF

**Bankers** 

Lloyds TSB plc 65 Hustlergate Bradford

**Solicitors** 

Gordons 14 Piccadilly Bradford BD1 3LX

**Auditors** 

Bentley Jennison Chartered Accountants

The Hamlet Hornbeam Park Harrogate HG2 8RE

#### **DIRECTORS' REPORT**

#### 31st December 2004

The directors present their report and the audited financial statements for the period ended 31st December 2004.

#### Principal activities

The principal activity of the company is insurance broking.

#### Business review and future developments

The directors aim to maintain the management policies, which have resulted in this year's satisfactory trading position.

#### Results and dividends

The profit for the year after taxation amounted to £1,399,756. An interim dividend of £404,167 was paid leaving a retained profit of £995,589.

The directors do not propose payment of a final ordinary dividend.

#### **Donations**

During the year the company made charitable donations totalling £101 (2003 £448).

#### **Directors**

The present directors of the company are listed on page 1.

The directors at 31st December 2004 and their interests in the shares and debentures of the company as recorded in the register of directors' interests were as follows:

	31st December 2004 Ordinary shares	31st December 2003 Ordinary shares
R H Kirkland	45,000	45,000
A Prescott	5,000	5,000

#### Auditors

On 23 July 2004, wbs announced their merger with Bentley Jennison. The firm practises under the name of Bentley Jennison and the audit report has been signed accordingly.

A resolution to reappoint Bentley Jennison for the ensuing year will be proposed at the forthcoming annual general meeting.

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

On behalf of the

Secretary

Dallas House Low Moor Bradford BD12 0HF

Date: 9 June 2005

# DALLAS KIRKLAND (PROFESSIONS) LIMITED STATEMENT OF DIRECTORS' RESPONSIBILITIES

The purpose of this statement is to distinguish the directors' responsibilities for the financial statements from those of the auditors as stated in their report.

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 and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and 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; and

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.

#### AUDITORS' REPORT

#### Report of the Independent Auditors to the Shareholders of

#### Dallas Kirkland (Professions) Limited

We have audited the financial statements of Dallas Kirkland (Professions) Limited for the year ended 31st December 2004 on pages 5 to 13. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), 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 auditors' 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

As described on page 3, the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards

Our responsibility is to audit 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 Report of the Directors 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 directors' remuneration and transactions with the company is not disclosed.

We read the Report of the Directors and consider the implications for our report if we become aware of any apparent misstatements within it.

#### Basis of 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 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 error or other irregularity. 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 affairs of the company as at 31st December 2004 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Harrogate

Date 9 June 2005

Sentle, Jours

Bentley Jennison Registered Auditors Chartered Accountants

#### PROFIT AND LOSS ACCOUNT

#### For the year ended 31st December 2004

	Note	2004 £	2003 £
Turnover	1	3,699,678	3,337,439
Net operating expenses	2	1,867,802	1,475,271
Operating Profit	3	1,831,876	1,862,168
Interest receivable		179,897	103,397
Profit on ordinary activities before taxation	n	2,011,773	1,965,565
Taxation	5	612,017	596,534
Profit for the financial year		1,399,756	1,369,031
Dividends		404,167	1,030,478
Retained profit/(loss) for the year	12	995,589	338,553

# STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

# For the year ended 31st December 2004

	2004 £	2003 £
Profit for the Financial Year	995,589	338,553
Bonus Share Issue	<u>-</u>	(42,900)
Total recognised gains and losses relating to the year	995,589	295,653

#### **BALANCE SHEET**

#### At 31st December 2004

Fixed assets	Note	£	<b>2004</b> £	£	2003 £
Tangible	7		27,544		31,834
Current assets Debtors - due within one year Cash at bank and in hand	8	1,848,034 5,311,956		2,136,702 3,791,839	
		7,159,990		5,928,541	
Creditors: amounts falling due within one year	9	5,122,814		4,891,244	
			2,037,176		1,037,297
Total assets less current liabilities			2,064,720		1,069,131
Capital and reserves					
Called up share capital Profit and loss account	11 12		50,000 2,014,720		50,000 1,019,131
Total shareholders' funds			2,064,720		1,069,131

The financial statements have been prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

The financial statements were approved by the board of directors on 8 June 2005 and signed on its behalf by:

R H C Kirkland

Director

#### NOTES TO THE FINANCIAL STATEMENTS

#### 31st December 2004

#### 1 Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

#### **Basis of Preparation of Financial Statements**

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

#### Turnover

Turnover represents brokerage and commissions, which are taken to revenue in full at the later of a) the binding contract date or b) the renewal or commencement date of the policy. Costs are written off as incurred.

#### Tangible fixed assets

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost or valuation less estimated residual value, of each asset over its estimated useful life as follows:

Office & computer equipment

33 % of cost

#### **Deferred taxation**

Deferred tax is recognised in respect of all material timing differences that have originated but not reversed at the balance sheet date.

#### **Pension Costs**

The company makes contributions to the employees individual personal pension schemes, which are charged to the profit and loss account as they accrue.

#### NOTES TO THE FINANCIAL STATEMENTS

2	<b>Net Operating Expenses</b>	
4	Met Oberanns Expenses	

		<b>2004</b> £	2003 £
	Administrative expenses	1,867,802	1,475,271
3	Operating profit		
	Operating profit is stated after charging	£	£
	Depreciation - owned assets Audit Fee Operating leases rentals – other Staff costs (note 4)	24,040 5,000 65,702 1,474,769	18,195 5,000 34,561 837,684
4	Directors and employees		<del></del>
	Staff costs including directors' emoluments	2004 £	2003 £
	Wages and salaries Social security costs Other pension costs	1,243,516 156,684 74,569 1,474,769	775,396 62,288 258,800 1,096,484
	The average monthly number of persons employed during the year, including executive director	Number s was:	
	Insurance broking and administration	15	9 =
	Directors	£	£
	Emoluments	944,544	447,286
	Directors' pension contributions in respect of personal pensions	60,918	244,891
	Total director's emoluments	1,005,462	692,177
	The number of directors to whom retirement benefits w	vere accruing was as follows:	
	Personal pensions	2	2 =

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#### NOTES TO THE FINANCIAL STATEMENTS

4	Directors and employees (continued)	<b>2004</b> £	2003 £
	Highest paid director	~	~
	Emoluments	785,693	300,000
	Directors' pension contributions in respect of personal pensions	41,400	230,062
		827,093	530,062
5	Taxation	<del></del>	***
	Analysis of tax charge The tax charge on the profit on ordinary activities for the year	ar was as follows:	
		£	£
	Current tax: UK Corporation tax	612,017	596,534
	Further affecting the tax charge:		
	The tax assessed for the year is higher than the standard rate. The difference is explained below:	of corporation tax in th	e UK.
	Profit on ordinary activities before tax	2,011,773	1,965,565
	Profit on ordinary activities multiplied by the standard rate of corporation tax in the UK of 30% (2003 30%)	603,532	589,670
	Effects of:	4.022	ć 110
	Expenses not deductible for tax purposes Capital allowances less than depreciation	4,933 3,552	6,110 754
	Current tax charge	612,017	596,534

#### NOTES TO THE FINANCIAL STATEMENTS

6	Dividends	£		£
	Ordinary dividend paid £8.08 (2003 £20.61) per share	404,167		1,030,478
7	Tangible fixed assets			Computer & Office Equipment
	Cost 1st January 2004 Additions 31st December 2004  Depreciation 1st January 2004 Charge for period 31st December 2004			£ 54,567 19,750 74,317 22,733 24,040 46,773
	Net book value  31 <sup>st</sup> December 2004			27,544
	31st December 2003			31,834
8	Debtors  Amounts falling due within one year		2004 £	2003 £
	Insurance debtors Other debtors Prepayments and accrued income	1	1,828,929 4,105 15,000	2,108,295 13,407 15,000
		1	,848,034	2,136,702

#### NOTES TO THE FINANCIAL STATEMENTS

9	Creditors: amounts falling due within one year				
	within one year			2004	2003
				£	£
	Trade creditors			1,374	4,750
	Insurance creditors			4,470,202	4,571,269
	Corporation tax			237,017	145,442 150,172
	Accruals and deferred income			389,049 24,664	
	Other Taxes & Social Security Other creditors			508	367
				5,122,814	4,891,245
10	Operating lease commitments The following payments are committed.	ed to be paid in one ye	ear:	2004 £	2003 £
	Expiring: Within one year			65,702	49,277
11	Called up share capital	•00			2002
		2004 Number of		Number of	2003
		shares	£	shares	£
	Authorised				
	Ordinary shares of £1 each	50,000	50,000	50,000	50,000
	Allotted called up and fully paid				
	Ordinary shares of £1 each	50,000	50,000	50,000	50,000

#### NOTES TO THE FINANCIAL STATEMENTS

#### 31st December 2004

12	Reserves		
^-	2000	2004	2003
		£	£
	1st January 2004	1,019,131	730,478
	Retained profit for the year	995,589	338,553
	Bonus issue of ordinary shares	-	(49,900)
		2,014,720	1,019,131

#### 13 Pension commitments

The company makes contributions to defined contribution schemes on behalf of certain directors and employees to independently administered funds. The pension cost charge represents contributions payable by the company and amounted to £74,569 (2003 £258,800).

#### 14 Related Parties

During the year the company utilised the professional services of Mrs N Kirkland, spouse of Mr R H C Kirkland (Director) totalling £24,000. The outstanding balance at the year-end was £nil.

#### 15 Control Relationship

Mr R H C Kirkland controlled the company throughout the year.