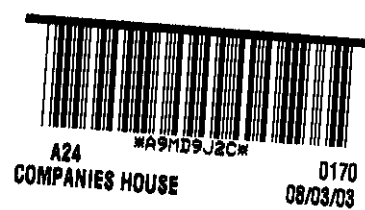


**INTROTRAIN & FORUM  
LIMITED**

**ABBREVIATED ACCOUNTS  
(UNAUDITED)**

**FOR THE PERIOD ENDED**

**31 JULY 2002**



Company no 4192814

# **INTROTRAIN & FORUM LIMITED**

## **ABBREVIATED ACCOUNTS**

For the period ended 31 July 2002

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Company registration number:	4192814
Registered office:	1 Des Roches Square Witan Way Witney Oxon OX28 6BE
Directors:	Mrs J Colleton Mrs C Della-Ragione
Secretary:	Mrs J Colleton
Bankers:	Lloyds TSB Bank plc 1 Pound Way Templars Square Cowley Oxford OX4 3XJ
Solicitors:	Brookstreet Des Roches 1 Des Roches Square Witan Way Witney Oxon OX28 6BE

**INTROTRAIN & FORUM LIMITED**

**ABBREVIATED ACCOUNTS**

For the period ended 31 July 2002

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# **INTROTRAIN & FORUM LIMITED**

## **PRINCIPAL ACCOUNTING POLICIES**

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### **BASIS OF PREPARATION**

The financial statements have been prepared in accordance with applicable accounting standards and under the historical cost convention.

The principal accounting policies of the company are set out below.

### **TURNOVER**

Turnover is the total amount receivable by the company for goods supplied and services provided, excluding VAT and trade discounts.

The company receives income from a government based learning council which contributes towards the running costs of the training school. This revenue is recognised in the profit and loss account in the same period as the related expenditure, and is included within turnover.

### **TANGIBLE FIXED ASSETS AND DEPRECIATION**

Depreciation is calculated to write down the cost less estimated residual value of all tangible fixed assets by equal annual instalments over their expected useful lives. The rates applicable are:

Plant and machinery	20%
Fixtures and fittings	15%
Computer equipment	33%

### **INTANGIBLE FIXED ASSETS**

Purchased goodwill is amortised on a straight-line basis over its estimated useful economic life of 5 years.

### **STOCKS**

Stocks are stated at the lower of cost and net realisable value.

### **DEFERRED TAXATION**

Deferred tax is recognised on all timing differences where the transactions or events that give the company an obligation to pay more tax in the future, or a right to pay less tax in the future, have occurred by the balance sheet date. Deferred tax assets are recognised when it is more likely than not that they will be recovered. Deferred tax is measured using rates of tax that have been enacted or substantively enacted by the balance sheet date.

# INTROTRAIN & FORUM LIMITED

## ABBREVIATED BALANCE SHEET AT 31 JULY 2002

	Note	2002 £	2002 £
<b>Fixed assets</b>			
Intangible assets	1		86,000
Tangible assets	1		10,156
			<u>96,156</u>
<b>Current assets</b>			
Stocks		7,850	
Debtors	2	29,267	
Cash at bank and in hand		43	
		<u>37,160</u>	
<b>Creditors: amounts falling due within one year</b>	3	(108,742)	
<b>Net current liabilities</b>			<u>(71,582)</u>
<b>Total assets less current liabilities</b>			24,574
<b>Creditors: amounts falling due after more than one year</b>	3		(12,796)
<b>Provisions for liabilities and charges</b>			<u>(470)</u>
			<u>11,308</u>
<b>Capital and reserves</b>			
Called up share capital	4		1
Profit and loss account			<u>11,307</u>
			<u>11,308</u>

For the period ended 31 July 2002, the company was exempt from audit of its financial statements under section 249A(1) of the Companies Act 1985. No notice has been deposited by members under section 249B(2) calling for an audit in relation to these financial statements.

We acknowledge our responsibilities for ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985, and preparing financial statements 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 its profit for the financial period in accordance with the requirements of section 226, and which otherwise comply with the Companies Act relating to accounts, so far as applicable to the company.

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 abbreviated accounts were approved by the Board of Directors on

06.03.03

  
C. DELLA-RAGIONE

Director

The accompanying accounting policies and notes form an integral part of these abbreviated accounts.

# INTROTRAIN & FORUM LIMITED

## NOTES TO THE ABBREVIATED ACCOUNTS

For the period ended 31 July 2002

### 1 FIXED ASSETS

	Intangible assets £	Tangible fixed assets £	Total £
Cost or valuation			
Additions	107,500	14,592	122,092
Disposals	-	(1,695)	(1,695)
At 31 July 2002	107,500	12,897	120,397
Depreciation and amortisation			
Charge for the period and at 31 July 2002	21,500	2,741	24,241
Net book amount at 31 July 2002	86,000	10,156	96,156

### 2 DEBTORS

Included in debtors are total debtors of £8,666 which fall due after more than one year from the balance sheet date.

### 3 CREDITORS

Creditors amounting to £74,356 are secured.

### 4 SHARE CAPITAL

	2002 £
Authorised Ordinary shares of £1	1,000
Allotted, called up and fully paid Ordinary share of £1	1

Allotments during the period

The company made an allotment of 1 ordinary £1 share at par on incorporation.