

**Company Registration No. 4619563 (England and Wales)**

**THE BRITISH SYRIAN SOCIETY LIMITED**  
**DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2004**



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# THE BRITISH SYRIAN SOCIETY LIMITED

## COMPANY INFORMATION

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### Directors

F Akhras  
R Allaf BA MA  
G Armanazi  
J E Austin  
K Chehabi  
B P Constant  
D C Freeman  
Sir Andrew Green  
M Holt  
F Kudsi  
T A Pendry  
W Said  
R J G Spring  
Lord David Steel of Aikwood KBE DL  
O Takla

### Secretary

D C Freeman

### Company Number

4619563

### Registered office

Thomas Eggar  
76 Shoe Lane  
London  
EC4A 3JB

### Accountants

Saffery Champness  
Lion House  
Red Lion Street  
London  
WC1R 4GB

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# THE BRITISH SYRIAN SOCIETY LIMITED

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# THE BRITISH SYRIAN SOCIETY LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2004

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The directors present their report and financial statements for the year ended 31 December 2004.

### Principal activities

The principal activity of the company is that of a not for profit membership organisation that seeks to promote better relations between Syria and the United Kingdom,

### Directors

The following directors have held office since 1 January 2004.

F Akhras  
R Allaf BA MA  
G Armanazi  
A Asfari BSc MSc (resigned 25 February 2005)  
J E Austin  
K Chehabi  
B P Constant  
D C Freeman  
Sir Andrew Green (appointed 12 April 2005)  
D A Gore-Booth KCMG KVCO (deceased 31 October 2004)  
Dr (Phd) R Hollis (resigned 11 September 2004)  
M Holt  
F Kudsi  
T A Pendry  
W Said  
R J G Spring  
Lord David Steel of Aikwood KBE DL (Appointed 9 June 2004)  
O Takla

### Directors' interests

The company is limited by guarantee and therefore has no share capital.

On behalf of the board



Dr F Akhras  
Director

14 October 2005

## THE BRITISH SYRIAN SOCIETY LIMITED

### ACCOUNTANTS' REPORT TO THE DIRECTORS ON THE UNAUDITED ACCOUNTS OF THE BRITISH SYRIAN SOCIETY LIMITED

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In accordance with the current engagement letter and in order to assist you to fulfil your duties under the Companies Act 1985, we have compiled the financial statements of The British Syrian Society Limited for the year ended 31 December 2004, set out on pages 3 to 6 from the accounting records and information and explanations you have given to us.

This report is made to the company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this 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 Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet for the year ended 31 December 2004 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 1985. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

*Saffery Champness*

**Saffery Champness**

**Chartered Accountants**

17. 10. 2005

Lion House  
Red Lion Street  
London  
WC1R 4GB

# THE BRITISH SYRIAN SOCIETY LIMITED

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2004

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	Notes	2004 £	2003 £
<b>Turnover</b>		217,755	106,715
Administrative expenses		(221,480)	(90,492)
<b>(Deficit)/surplus on ordinary activities before taxation</b>	<b>2</b>	<b>(3,725)</b>	<b>16,223</b>
Tax on ordinary activities	<b>3</b>	-	-
<b>(Deficit)/surplus on ordinary activities after taxation</b>	<b>7</b>	<b>(3,725)</b>	<b>16,223</b>

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The income and expenditure account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the income and expenditure account.

The notes on page 5 to 6 form part of these financial statements.

# THE BRITISH SYRIAN SOCIETY LIMITED

## BALANCE SHEET AS AT 31 DECEMBER 2004

	Notes	£	2004 £	£	2003 £
<b>Fixed assets</b>					
Tangible assets	4		3,992		775
<b>Current assets</b>					
Debtors and prepayments	5	3,912		165	
Cash at bank and in hand		20,667		21,235	
			24,579	21,400	
<b>Creditors: amounts falling due within one year</b>	6	(16,073)		(5,952)	
<b>Net current assets</b>			8,506		15,448
<b>Total assets less current liabilities</b>			12,498		16,223
<b>Capital and reserves</b>					
Income and expenditure account	7		12,498		16,223
<b>Total funds</b>			12,498		16,223

In preparing these financial statements:

- The directors are of the opinion that the company is entitled to the exemption from audit conferred by Section 249A(1) of the Companies Act 1985;
- No notice has been deposited under Section 249B(2) of the Companies Act 1985, and
- The directors acknowledge their responsibilities for:
  - ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985, and
  - preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of Section 226, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The notes on pages 5 to 6 form part of these financial statements

The financial statements were approved by the Board on 14 October 2005

B P Constant  
Director

# THE BRITISH SYRIAN SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

#### 1.2 Turnover

Turnover represents amounts receivable for donations and subscriptions.

#### 1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	33% straight line
Furniture and fittings	20% straight line

### 2 Operating (deficit)/surplus

	2004 £	2003 £
Operating (deficit)/ surplus is stated after charging:		
Depreciation of tangible assets	1,288	387

### 3 Taxation

The principle activity of the company is that of a not for profit membership organisation that seeks to promote better relations with Syria and the United Kingdom.

### 4 Tangible fixed assets – Fixtures, fittings and equipment

	2004 £
<b>Cost</b>	
At 1 January 2004	1,162
Additions	4,505
<b>At 31 December 2004</b>	<b>5,667</b>
<b>Accumulated depreciation</b>	
At 1 January 2004	387
Charge for year	1,288
<b>At 31 December 2004</b>	<b>1,675</b>
<b>Net book value</b>	
At 31 December 2004	3,992
<b>Net book value</b>	
At 31 December 2003	775



# THE BRITISH SYRIAN SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2004

5	<b>Debtors</b>	<b>2004</b>	<b>2003</b>
		<b>£</b>	<b>£</b>
	Trade debtors	3,800	165
	Prepayments	112	-
		<u>3,912</u>	<u>165</u>
6	<b>Creditors: amounts due within one year</b>	<b>2004</b>	<b>2003</b>
		<b>£</b>	<b>£</b>
	Subscriptions received in advance	365	3352
	Trade creditors	9,453	-
	Accruals	6,255	2,600
		<u>16,073</u>	<u>5,952</u>
7	<b>Reconciliation of movements in funds</b>		<b>2004</b>
			<b>£</b>
	Balance at 1 January 2004		16,223
	Deficit for the year		(3,725)
	Balance at 31 December 2004		<u>12,498</u>

**THE BRITISH SYRIAN SOCIETY LIMITED**

**DETAILED INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2004**

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	<b>2004</b>	<b>2003</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>		
Donations	130,552	104,317
Sponsorship secured	62,916	-
Subscriptions	4,132	2,398
Commission received	6,092	-
Income from events	14,063	-
	<hr/>	<hr/>
	217,755	106,715
 <b>Administrative expenses – page 8</b>	 (221,480)	 (90,492)
	<hr/>	<hr/>
<b>Operating (deficit)/surplus</b>	<b>(3,725)</b>	<b>16,223</b>

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This page does not form part of the financial statements on which the accountants have reported.

# THE BRITISH SYRIAN SOCIETY LIMITED

## SCHEDULE OF ADMINISTRATIVE EXPENSES FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 £	2003 £
<b>Administrative expenses</b>		
Rent	7,700	5,068
Repairs and maintenance	31	733
Telephone, postage and stationery	14,640	5,116
Hotel and travelling expenses	6,774	3,326
Event expenses	103,650	24,336
Entertaining expenses	1,268	97
Professional fees	3,356	5,479
Consultancy fees	58,550	34,250
Secretarial and administrative costs	23,295	11,229
Bank charges	183	25
Sundry expenses	745	446
Depreciation on fixtures, fittings and equipment	1,288	387
	<u>221,480</u>	<u>90,492</u>

This page does not form part of the financial statements on which the accountants have reported.