

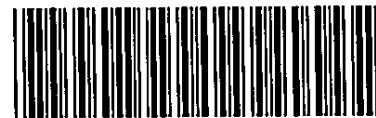
DBE Services Limited

**Directors' report and financial
statements**

Registered number 5531123

31 December 2008

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Company information

for the year ended 31 December 2008

Number	5531123
Current Directors	The Venerable Peter Ballard Canon Professor Christopher Carr The Right Reverend Mark Davies The Venerable Paul John Ferguson Reverend Canon Dr David Jenkins The Right Reverend David Jennings Mr John Lee Canon Dr Rosemary Lees Dr Jonathan Richardson The Right Reverend Keith Sinclair Mr Maurice Smith Mr Jeffrey Turnbull
Company Secretary	The Venerable Peter James Ballard
Registered Office	Church House Cathedral Close Blackburn BB1 5AA
Bankers	National Westminster Bank plc 35 King William Street Blackburn BB1 7DL

Directors' report

Directors and directors' interests

The directors present their report and financial statements for the year ended 31 December 2008.

Principal activity

The principal activity of the company is to carry on business as a general commercial company and in particular to provide various services to schools including but not exclusively inspections, teaching and curriculum support, administrative services, building, equipment and construction support and insurance. The company is wholly owned by the Blackburn Diocesan Board of Education, Carlisle Diocesan Board of Finance, Chester Diocesan Board of Education, Liverpool Diocesan Board of Finance, Manchester Diocesan Board of Education and York Diocesan Board of Finance, all registered charities. Ownership is explained more fully in note 6.

Business review and future developments

The results for the year 1 January to 31 December 2008 and financial position of the company are shown in the attached financial statements.

The company operates from each of the diocesan offices.

The company recorded an operating profit for the year of £438,783 (2007: £354,944). Gift aid distribution of £443,529 (2007: £357,707) was made to the charities and further £10,570 have been committed to be distributed to the same charities from profit for the financial year. The retained profit for the year is £847

Directors

The directors of the company during the year were as follows:

The Venerable Peter Ballard

Canon Professor Christopher Carr

The Right Reverend Mark Davies

Appointed 1 May 2008

The Venerable Paul John Ferguson

Appointed 1 Jan 2008

Reverend Canon Dr David Jenkins

The Right Reverend David Jennings

Mr John Lee

Canon Dr Rosemary Lees

Appointed 1 Jan 2008

Dr Jonathan Richardson

The Right Reverend Keith Sinclair

Mr Maurice Smith

Mr Jeffrey Turnbull

The Venerable Andrew Ballard

Resigned 30 Apr 2008

None of the directors held interests in the shares of the company during the year.

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.

By order of the board

A handwritten signature in black ink, appearing to read 'David Jennings', with a long horizontal flourish extending to the right.

The Right Reverend David Jennings
Director

Church House
Blackburn
BB1 5AA

4th March 2009

Statement of directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law they have elected to prepare the financial statements in accordance with UK Accounting Standards.

The financial statements are required by law to 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 year.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that its financial statements comply with the Companies Act 1985. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

Profit and loss account
for the year ended 31 December 2008

	<i>Note</i>	2008 £	2008 £	2007 £	2007 £
Turnover			1,103,408		876,019
Cost of sales			(570,997)		(457,399)
Gross profit			532,411		418,620
Administrative expenses			(93,628)		(63,676)
Operating profit			438,783		354,944
Interest receivable and similar income		16,163		15,128	
Gift Aid Payment		(454,099)		(369,794)	
			(437,936)		(354,666)
Profit on ordinary activities before taxation	2		847		278
Tax on profit on ordinary activities			0		0
Retained profit for the financial year			847		278

The company has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the company are classed as continuing.

The notes on pages 7 to 10 form part of these financial statements

Balance sheet
at 31 December 2008

	<i>Note</i>	2008 £	2008 £	2007 £	2007 £
Fixed assets					
Tangible fixed assets			5,215		773
Current assets					
Debtors	4	113,547		75,263	
Cash at bank		151,424		203,357	
		<u>264,971</u>		<u>278,620</u>	
Creditors: amounts falling due within one year	5	<u>(275,776)</u>		<u>(287,830)</u>	
Net current liabilities			<u>(10,805)</u>		<u>(9,210)</u>
Net liabilities			<u>(5,590)</u>		<u>(8,437)</u>
Capital and reserves					
Called up equity share capital	7		72		60
Share Premium	7		1,988		-
Profit and loss account			<u>(7,650)</u>		<u>(8,497)</u>
Shareholders' funds	8		<u>(5,590)</u>		<u>(8,437)</u>

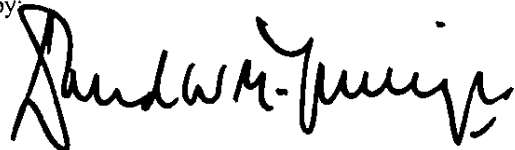
These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

For the year ended 31 December 2008 the company was entitled to exemption under section 249A(1) of the Companies Act 1985. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249B(2).

The directors acknowledge their responsibility for:

- i) Ensuring 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 its profit and loss for the financial year in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

These financial statements were approved by the board of directors on 4th March 2009 and were signed on its behalf by:



The Right Reverend David Jennings

Director

Notes

(forming part of the financial statements)

1 Accounting policies

Basis of accounting

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

Fixed assets and depreciation

Depreciation is provided by the company to write off the cost less the estimated residual value of tangible fixed assets by equal instalments over their estimated useful economic lives as follows:

Computers	-	25% per annum
Equipment	-	25% per annum

Cash flow statement

The company has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard Number 1 on the grounds that it is entitled to the exemptions available in sections 246 to 247 of the Companies Act 1985 for small companies.

Related party transactions

The major shareholders of the company each exercising control over 20% of the voting rights of the reporting entity are the Blackburn Diocesan Board of Education (charity No 557954), Carlisle Diocesan Board of Finance (charity No 251977), Chester Diocesan Board of Education (charity No 525790), Liverpool Diocesan Board of Finance (charity No 249740), Manchester Diocesan Board of Education (charity No 530002) and York Diocesan Board of Finance (charity No 244976). Details of the transactions are disclosed in note No 6

Taxation

There is no charge for taxation in the year as taxable profits are disbursed by means of gift aid distribution to the major shareholders. There is no deferred taxation.

Turnover

Turnover represents the income from services provided during the year exclusive of any applicable Value Added Tax. All turnover arises in the United Kingdom.

2 Operating profit

Operating profit is stated after charging:

	2008	2007
	£	£
Depreciation	1,756	52

Notes (continued)

3 Staff costs

The average number of full time equivalent persons employed by the company during the year, analysed by category, is listed below. Further staff time is invoiced from the majority shareholders. Remuneration paid to directors amounted to £nil (2006: £nil).

	Number of employees	
	2008	2007
Total Property Management Administrator	1	½
	<u>1</u>	<u>½</u>
The aggregate payroll costs of these employees were as follows:		
	2008	2007
	£	£
Wages and salaries	23,170	10,000
Social security costs	2,274	946
Other pension costs	2,115	1,000
	<u>27,559</u>	<u>11,946</u>

None of the above employees received emoluments exceeding £50,000 in the year (2007: none).

Pension schemes

DBE Services Ltd contributed to the pension scheme of the employee's choice. The pension cost charge for the year represents contributions by DBE Services Ltd and amounted to £2,115 (2007: £1,000)

4 Debtors

	2008	2007
	£	£
Trade Debtors	104,624	67,592
Amounts due from Customs & Excise	8,923	7,671
	<u>113,547</u>	<u>75,263</u>

5 Creditors: amounts falling due within one year

	2008	2007
	£	£
Trade creditors	38,457	26,434
Amounts owed to related parties	1,906	62,720
Accruals and deferred income	224,248	186,047
Committed Gift Aid Distributions	10,570	12,087
Amounts due to Customs & Excise	595	542
	<u>275,776</u>	<u>287,830</u>

Notes (continued)

6 Related Party Transactions

The major shareholders of the company each exercising control of 16.67% of the voting rights of the reporting entity are the Blackburn Diocesan Board of Education, Carlisle Diocesan Board of Finance, Chester Diocesan Board of Education, Liverpool Diocesan Board of Finance, Manchester Diocesan Board of Education and York Diocesan Board of Finance.

Major Shareholders	No of Shares	Gift Aid Distributions	Cost of Services (ex VAT)
Blackburn Diocesan Board of Education	12	192,806	49,400
Carlisle Diocesan Board of Finance	12	22,181	2,000
Chester Diocesan Board of Education	12	48,763	2,000
Liverpool Diocesan Board of Finance	12	101,650	2,000
Manchester Diocesan Board of Education	12	71,326	2,000
York Diocesan Board of Finance	12	6,803	2,000
Committed Gift Aid Distribution		10,570	
	<u>72</u>	<u>454,099</u>	<u>59,400</u>

7 Called up share capital

	2008		2007	
	Number of shares	£	Number of shares	£
Authorised share capital				
Equity shares				
Ordinary shares of £1 each	100	100	100	100
	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Allotted, called and fully paid				
Equity shares				
Ordinary shares of £1 each	72	72	60	60
	<u>72</u>	<u>72</u>	<u>60</u>	<u>60</u>
Shares allotted during the period				
Equity shares				
Ordinary shares of £1 each allotted	12		-	-
Nominal value of shares allotted		12		-
Share premium account		1,988		-
	<u>12</u>	<u>2,000</u>	<u>-</u>	<u>-</u>
Total consideration received	<u>12</u>	<u>2,000</u>	<u>-</u>	<u>-</u>

Notes (continued)

8 Reconciliation of movement in shareholder's funds

	2008 £	2007 £
Opening shareholder's funds	(8,437)	(8,715)
Increase in share capital during the year	2,000	-
Profit for the financial year	847	278
Closing shareholder's funds	<u>(5,590)</u>	<u>(8,437)</u>

