# ADHESIVE SPECIALITIES LIMITED ABBREVIATED FINANCIAL STATEMENTS YEAR ENDED 31ST MARCH 2003



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### OFFICERS AND PROFESSIONAL ADVISERS

The board of directors Mr R.S. Goddard

Mrs V. Goddard Mr B. J. Gibson Mr S.W. Gibson Mr A. Nicholson

Company secretary Mrs V. Goddard

**Registered office** 124/130 Seymour Place

London W1H 1BG

Auditors Bright Grahame Murray

Chartered Accountants & Registered Auditors 124/130 Seymour Place

London W1H 1BG

### THE DIRECTORS' REPORT

### YEAR ENDED 31ST MARCH 2003

The directors have pleasure in presenting their report and the financial statements of the company for the year ended 31st March 2003.

### Principal Activities and Business Review

The company's principal activity continued to be the manufacture, processing and wholesaling of adhesive tapes.

During the year the company restructured its operations resulting in the closure of its manufacturing plant in Suffolk and the consequential removal of equipment to the Newbury facility. At the same time the company decided to cease the manufacture and sale of certain product lines. Following this exercise the company is trading well and anticipates a return to profitability in 2004.

In view of this the directors are satisfied with the results for the year and the state of affairs of the company at the balance sheet date.

### Results and Dividends

The trading results for the year, and the company's financial position at the end of the year are shown in the attached financial statements.

The directors have not recommended a dividend.

### The Directors and their Interests in Shares of the Company

The directors who served the company during the year are listed on page 1.

The company is a wholly owned subsidiary and the interests of group directors are disclosed in the financial statements of the parent company.

Mr A. Nicholson was appointed as a director on 3rd March 2003.

### **Directors' Responsibilities**

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 at the end of the year and of the profit or loss for the year then ended. In preparing those financial statements, the directors are required to:

select suitable accounting policies, as described on pages 11 to 12, and then apply them consistently;

make judgements and estimates that are reasonable and prudent; 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' REPORT (continued)

### YEAR ENDED 31ST MARCH 2003

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. The directors 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**

A resolution to re-appoint Bright Grahame Murray as auditors for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

Signed on behalf of the directors

Secretary

Approved by the directors on 23 1104

### INDEPENDENT AUDITORS' REPORT TO THE COMPANY

### PURSUANT TO SECTION 247B OF THE COMPANIES ACT 1985

We have examined the abbreviated accounts on pages 5 to 18, together with the financial statements of the company for the year ended 31st March 2003 prepared under Section 226 of the Companies Act 1985.

This report is made solely to the company, in accordance with Section 247B of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's shareholders 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 shareholders as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective Responsibilities of the Directors and the Auditors

The directors are responsible for preparing the abbreviated accounts in accordance with section 246A of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with section 246A(3) of the Act to the Registrar of Companies and whether the accounts to be delivered are properly prepared in accordance with those provisions and report our opinion to you.

### **Basis of Opinion**

We have carried out the procedures we consider necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared. The scope of our work for the purpose of this report did not include examining or dealing with events after the date of our report on the financial statements.

### Opinion

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with section 246A(3) of the Act, and the abbreviated accounts on pages 5 to 18 are properly prepared in accordance with those provisions.

124/130 Seymour Place

Bright Grahame Murray

124/130 Seymour Place London W1H 1BG

In the second se

30th January 2004

### ABBREVIATED PROFIT AND LOSS ACCOUNT

### YEAR ENDED 31ST MARCH 2003

	Note	2003 £	2002 £
Gross Profit		3,143,610	3,028,956
Distribution costs Administrative expenses		650,133 2,486,130	535,657 2,375,304
Operating Profit	2	7,347	117,995
Cost of restructuring the company		(321,226)	
		(313,879)	117,995
Interest receivable Interest payable	5	87,914 (50,241)	86,905 (31,240)
(Loss)/Profit on Ordinary Activities Before Taxa	tion	(276,206)	173,660
Tax on (loss)/profit on ordinary activities	6	(31,014)	40,511
(Loss)/Retained Profit for the Financial Year		( <del>245,192</del> )	133,149

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

# STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

### YEAR ENDED 31ST MARCH 2003

	2003 £	2002 £
(Loss)/Profit for the financial year attributable to the shareholders	(245,192)	133,149
Unrealised profit on revaluation of tangible fixed assets:		
Plant & Machinery	_	253,009
Total gains and losses recognised since the last annual report	(245,192)	386,158

# ADHESIVE SPECIALITIES LIMITED ABBREVIATED BALANCE SHEET

### **31ST MARCH 2003**

		2003	3	2002	2
	Note	£	£	£	£
Fixed Assets					
Tangible assets	7		1,045,342		1,104,696
Current Assets					
Stocks	8	1,559,558		1,539,214	
Debtors	9	1,921,738		2,399,089	
Cash at bank and in hand		1,028		1,064	
Creditors: Amounts falling due		3,482,324		3,939,367	
within one year	10	2,338,339		2,667,631	
Net Current Assets			1,143,985		1,271,736
Total Assets Less Current Liabilities	ŝ		2,189,327		2,376,432
Creditors: Amounts falling due after	r				
more than one year	11		75,521		138,039
			2,113,806		2,238,393
Provisions for Liabilities and Charg	es				
Deferred taxation	14		33,058		64,072
Other Provisions	15		151,619		_
			1,929,129		2,174,321
Capital and Reserves					
Called-up equity share capital	17		1,200,000		1,200,000
Revaluation reserve			253,009		253,009
Profit and loss account	18		476,120		721,312
Shareholders' Funds	19		1,929,129		2,174,321

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

These abbreviated accounts were approved by the directors on the .23 1104 ..... and are signed on their behalf by:

Director

Ny Director

# **CASH FLOW STATEMENT**

### YEAR ENDED 31ST MARCH 2003

	2003	e	2002	6
	£	£	£	£
Net Cash Inflow/(Outflow) From Operating Activities		427,790		(78,547)
Returns on Investments and Servicing of Fin Interest received	ance 87,914		86,905	
Interest paid Interest element of hire purchase	(37,005) (13,236)		(20,196) (11,044)	
Net Cash Inflow From Returns on Investments and Servicing of Finance		37,673	-	55,665
Taxation		(10)		(29,237)
Capital Expenditure Payments to acquire tangible fixed assets Receipts from sale of fixed assets	(98,632) 29,380		(198,791) 49,000	
Net Cash Outflow From Capital Expenditure		(69,252)		(149,791)
Cash Inflow/(Outflow) Before Financing		396,201		(201,910)
Financing Repayment of bank loans Capital element of hire purchase	487,557 (68,300)		(195,472) (77,525)	
Net Cash Inflow/(Outflow) From Financing	<del></del>	419,257	<del></del>	(272,997)
Increase/(Decrease) in Cash		815,458		(474,907)

# CASH FLOW STATEMENT (continued)

### YEAR ENDED 31ST MARCH 2003

Reconciliation of Operating (Loss)/Profit Activities	to Net Cash	n (Outflow)/In	flow From	Operating
		2003		2002
		£		£
Operating profit		7,347		117,995
Depreciation (Profit)/Loss on disposal of fixed assets		128,860 (254)		132,659 6,369
Increase in stocks		(20,344)		(261,683)
Decrease/(Increase) in debtors		477,351		(201,085) $(213,186)$
Increase in creditors		4,437		139,299
Re-organisation costs		(321,226)		
Increase in provisions		151,619		
Net cash inflow/(outflow) from operating act	ivities	427,790		(78,547)
Reconciliation of Net Cash Flow to Movemen	nt in Net Deb	t		
	2003	3	2002	2
	£	£	£	£
Increase/(Decrease) in cash in the period	815,458		(474,907)	
Net cash (inflow) from/outflow from bank	(40= ===)		105.450	
loans Cash outflow in respect of hire purchase	(487,557) 68,300		195,472 77,525	
Change in net debt resulting from cash				
flows		396,201		(201,910)
New finance leases		_		(255,235)
Movement in net debt in the period		396,201		(457,145)
Net debt at 1 April 2002		(1,045,270)		(588,125)
Net debt at 31 March 2003		(649,069)		(1,045,270)

# CASH FLOW STATEMENT (continued)

### YEAR ENDED 31ST MARCH 2003

Analysis	of Changes	in Net Debt
AMMENT	OI CHAILE	, III I TOU LOUDE

At 1 Apr 2002	Cash flows 31	At Mar 2003
<u>-</u> _		£
•	~	~
1,064	(36)	1,028
(815,494)	815,494	
(814,430)	815,458	1,028
_	(487,557)	(487,557)
(230,840)	68,300	(162,540)
(230,840)	(419,257)	(650,097)
(1,045,270)	396,201	(649,069)
	1 Apr 2002 £  1,064 (815,494) (814,430)  (230,840) (230,840)	1 Apr 2002 Cash flows 31 £ £  1,064 (36) (815,494) 815,494 (814,430) 815,458  - (487,557) (230,840) (419,257) (230,840) (419,257)

### NOTES TO THE ABBREVIATED ACCOUNTS

### YEAR ENDED 31ST MARCH 2003

### 1. Accounting Policies

### **Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable Accounting Standards, modified to include the revaluation of certain fixed assets.

### Turnover

The turnover shown in the profit and loss account represents amounts invoiced during the year, exclusive of Value Added Tax.

### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Plant & Machinery

- 5% to 10% p.a. on a straight line basis

Fixtures & Fittings

- 25% on a reducing balance basis

Motor Vehicles

- 15% to 25% p.a. on a reducing balance basis

Computer Equipment

- 20% p.a. on a straight line basis

The company's policy is to write off the book value of each tangible asset over its estimated remaining life. Reviews are made periodically of the estimated remaining useful lives of individual productive assets, taking into account commercial and technological obsolescence as well as normal wear and tear.

### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Cost includes all direct expenditure and an appropriate proportion of fixed and variable overheads.

### Work in Progress

Work in progress is valued on the basis of direct costs plus attributable overheads based on normal level of activity. Provision is made for any foreseeable losses where appropriate. No element of profit is included in the valuation of work in progress.

### **Hire Purchase Agreements**

Assets held under hire purchase agreements are capitalised and disclosed under tangible fixed assets at their fair value. The capital element of the future payments is treated as a liability and the interest is charged to the Profit and Loss Account on a straight line basis.

### **Operating Lease Agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

### NOTES TO THE ABBREVIATED ACCOUNTS

### YEAR ENDED 31ST MARCH 2003

### 1. Accounting Policies (continued)

### **Pension Costs**

The company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the company. The annual contributions payable are charged to the Profit and Loss Account.

### **Deferred Taxation**

The provisions of FRS 19: Accounting for Deferred Tax have been adopted. Full provision without discounting is made for all timing differences which have arisen but not reversed at the balance sheet date. Provision is made for future taxation on gains on revalued assets only where a binding agreement to dispose of the asset exists at the year end. Deferred tax assets are only recognised to the extent that the Directors consider that it is more likely than not there will be suitable profits from which the future reversal of the underlying timing differences can be deducted.

### **Foreign Currencies**

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Exchange differences are taken into account in arriving at the operating profit.

### 2. Operating Profit

Operating profit is stated after charging/(crediting):

	2003	2002
	£	£
Depreciation of owned fixed assets	100,693	80,486
Depreciation of assets held under hire purchase	·	•
agreements	28,167	52,173
Auditors' remuneration		
- as auditors	16,500	16,500
- for other services	21,247	6,466
Operating lease costs:		
Land and buildings	236,763	240,184
5	,	,

During the year the company restructured its operations resulting in the closure of its manufacturing plant in Suffolk and the consequential removal of equipment to the Newbury facility. At the same time the company decided to cease the manufacture and sale of certain product lines.

# NOTES TO THE ABBREVIATED ACCOUNTS

### YEAR ENDED 31ST MARCH 2003

### 3. Particulars of Employees

The average number of staff employed by the company during the financial year amounted to:

2003	2002
No	No
42	42
55	55
13	13
110	110
2003	2002
£	£
1,693,561	1,607,432
116,758	114,437
32,827	30,140
1,843,146	1,752,009
	No 42 55 13 110 2003 £ 1,693,561 116,758 32,827

### 4. Directors' Emoluments

The directors' aggregate emoluments in respect of qualifying services were:

2003	2002
£	£
113,327	114,933
	£

The number of directors who are accruing benefits under company pension schemes were as follows:

	2003	2002
	No	No
Money purchase schemes	3	3
	<del></del>	

### 5. Interest Payable

	2003	2002
	£	£
Interest payable on bank borrowing	37,015	20,186
Finance charges	13,236	11,044
Interest on other loans	(10)	10
	50,241	31,240
		=======================================

### NOTES TO THE ABBREVIATED ACCOUNTS

### YEAR ENDED 31ST MARCH 2003

### 6. Tax on (Loss)/Profit on Ordinary Activities

# Analysis of che

(a) Analysis of charge in the year		
	2003	2002
	£	£
Deferred tax:		
(Decrease)/increase in deferred tax provision	(31,014)	40,511
	<del></del>	

### **(b)** Factors affecting current tax charge

The tax assessed on the (loss)/profit on ordinary activities for the year is higher than the standard rate of corporation tax in the UK of 19% (2002 - 20%).

Stational and of corporation and in the off of 17770 (and	2003	2002 £
(Loss)/profit on ordinary activities before taxation	(276,206)	173,660
Profit/(loss) on ordinary activities by rate of tax	(50,396)	34,732
Capital allowances in excess of depreciation	(3,439)	(40,511)
Group relief	22,585	5,779
Trading losses carried forward	31,250	
Total current tax (note 6(a))		

### (c) Factors that may affect future tax charges

The company's future charge to corporation tax will be affected by taxation losses carried forward at the balance sheet date of £164,000.

### 7. **Tangible Fixed Assets**

	Plant & Machinery £	Fixtures & Fittings £	Motor Vehicles £	Computer Equipment £	Total £
Cost or Valuation					
At 1 April 2002	855,750	361,317	153,652	388,272	1,758,991
Additions	60,118	700	36,220	1,594	98,632
Disposals	(14,975)	(203,000)	(39,435)	(164,672)	(422,082)
At 31 March 2003	900,893	159,017	150,437	225,194	1,435,541
Depreciation					
At 1 April 2002	_	331,911	62,224	260,160	654,295
Charge for the year	58,207	5,965	23,509	41,179	128,860
On disposals	(1,145)	(203,000)	(24,139)	(164,672)	(392,956)
At 31 March 2003	57,062	134,876	61,594	136,667	390,199
Net Book Value					
At 31 March 2003	843,831	24,141	88,843	88,527	1,045,342
At 31 March 2002	855,750	29,406	91,428	128,112	1,104,696

### NOTES TO THE ABBREVIATED ACCOUNTS

### YEAR ENDED 31ST MARCH 2003

### 7. Tangible Fixed Assets (continued)

### Revaluation of fixed assets

Plant and machinery has been revalued by the directors at 31 March 2002, based on their estimate of current market value. The directors are not aware of any material change in value at 31 March 2003 and therefore the valuation has not been amended.

In respect of assets stated at valuations, the comparable historical cost and depreciation values are as follows:

	2003	2002
	£	£
NBV of revalued tangible fixed assets - plant & ma-	chinery:	
Net book value at end of year	843,831	855,750
Historical cost:		
At 1 April 2002	936,708	_
Cost of assets revalued for the first time in year	60,118	936,708
Disposals in year	(16,392)	
At 31 March 2003	980,434	936,708
Domusiations		
Depreciation:	222 067	
At 1 April 2002	333,967	222.067
Aggregate depreciation on assets revalued in year	(5 9/4)	333,967
On disposals	(5,844) 49,841	_
Charge for year	49,041	<del></del>
At 31 March 2003	377,964	333,967
	<del></del>	
Net historical cost value:		
At 31 March 2003	602,470	602,741
At 1 April 2002	602,741	
•		

### Hire purchase agreements

Included within the net book value of tangible fixed assets is £329,419 (2002 - £282,258) relating to assets held under hire purchase agreements. The depreciation charged to the accounts in the year in respect of such assets amounted to £28,167 (2002 - £52,173).

### 8. Stocks

	2003	2002
	£	£
Raw materials	496,893	509,825
Work in progress	204,356	176,956
Finished goods	858,309	852,433
	1,559,558	1,539,214

### NOTES TO THE ABBREVIATED ACCOUNTS

### YEAR ENDED 31ST MARCH 2003

9.	Debtors		
		2003	2002
		£	£
	Trade debtors	1,280,741	1,402,774
	Amounts owed by group undertakings	606,160	929,637
	Other debtors	892	2,419
	Prepayments and accrued income	33,945	64,259
		1,921,738	2,399,089
10.	Creditors: Amounts falling due within one y	ear 2003 £	2002 £
	Bank loans and overdrafts	487,557	815,494
	Hire purchase agreements	87,019	92,801
	Trade creditors	1,438,507	1,484,008
	Corporation tax	_	10
	Other taxes and social security	236,380	132,278
	Other creditors	5,391	1,862
	Directors current accounts	32,547	65,420
	Accruals and deferred income	50,938	75,758
		2,338,339	2,667,631

The bank loans and overdrafts are secured by a fixed and floating charge over the assets of the company.

### 11. Creditors: Amounts falling due after more than one year

	2003	2002
	£	£
Hire purchase agreements	75,521	138,039

### 12. Commitments under Hire Purchase Agreements

The hire purchase agreements are secured on the assets concerned, and are repayable in instalments as follows:

	2003	2002
	£	£
Amounts payable within 1 year	87,019	92,801
Amounts payable between 2 to 5 years	75,521	138,039
	162,540	230,840

### NOTES TO THE ABBREVIATED ACCOUNTS

### YEAR ENDED 31ST MARCH 2003

### 13. Pensions

The company operates a defined contribution pension scheme for the benefit of certain directors and senior employees. The assets of the scheme are administered by trustees in a fund independent from those of the company.

The total contributions paid in the year amounted to £32,827 (2002 - £30,140).

Mr R.S. Goddard, Mrs V. Goddard and Mr B. Gibson are members of the company's pension scheme.

### 14. Deferred Taxation

	2003	2002
	£	£
The movement in the deferred taxation provision		
during the year was:		
Provision brought forward	64,072	23,561
Profit and Loss Account movement arising during		
the year	(31,014)	40,511
Provision carried forward	33,058	64,072

The provision for deferred taxation consists of the tax effect of timing differences in respect of:

	2003	2002
	£	£
Excess of taxation allowances over depre	ciation on	
fixed assets	64,307	64,072
Tax losses available	(31,249)	, <u> </u>
	33,058	64,072

### 15. Other Provisions

	2003
	£
Other provisions - restructuring:	
Movement for year	151,619
	<del></del>

### 16. Contingent Liabilities

The company has guaranteed borrowings of its parent undertaking at 31st March 2003 totalling £663,153 (2002 - £800,374).

### NOTES TO THE ABBREVIATED ACCOUNTS

### YEAR ENDED 31ST MARCH 2003

17.	Share Capital				
	Authorised share capital:		2003		2002
	1,200,000 Ordinary shares of £1 each		1,200,000		£ 1,200,000
	Allotted, called up and fully paid:	<b>2003</b> 200		2002	)
	Ordinary shares of £1 each	No 1,200,000	1,200,000	No 1,200,000	£ 1,200,000
18.	Profit and Loss Account				
			2003 £		2002 £
	Balance brought forward (Accumulated loss)/retained profit for the	financial	721,312		588,163
	year	imanciai	(245,192)		133,149
	Balance carried forward		476,120		721,312
19.	Reconciliation of Movements in Shareholders' Funds				
			2003 £		2002 £
	(Loss)/Profit for the financial year		(245,192)		133,149
	Other net recognised gains and losses				253,009
	Net (reduction)/addition to funds Opening shareholders' equity funds		(245,192) 2,174,321		386,158 1,788,163
	Closing shareholders' equity funds		1,929,129		2,174,321

### 20. Ultimate Parent Undertaking

The immediate parent undertaking is Adhesive Specialties (Holdings) Ltd and the ultimate parent undertaking is Adhesive Specialties (Group) Ltd, both of which are registered in England and Wales.

Accounts of the ultimate parent undertaking are available from the registered office of that company.

The company is controlled by R.S. Goddard, the Chairman.