



John Wilson  
PAINSWICK LAWN, 7 PAINSWICK ROAD, CHELTENHAM, GL50 2EZ  
Tel: +44(0)1242 580344, Fax: +44(0)1242 580355  
e-mail: mail@manuscripts.co.uk | web address: www.manuscripts.co.uk



## ACCOUNTS FOR THE YEAR TO 31 DECEMBER 1999



John Wilson (Autographs) Ltd. Directors J A Wilson, G M Wilson  
Registered Office: 7 Painswick Road, Cheltenham, GL50 2EZ  
Registered in England no. 990923. VAT reg. no. GB194 9050 39

## NOTICE OF MEETING

Notice is hereby given that the twenty-ninth annual general meeting of the company will be held at 7 Painswick Road, Cheltenham, on 22 February 2000 at 12.00pm for the purpose of transacting the following business:

- (1) To receive and adopt the report and accounts for the year ended 31st December 1999.
- (2) To declare a dividend.
- (3) To re-elect a director.
- (4) To re-appoint Mr William Oxley as reporting accountant.
- (5) To authorise the directors to fix the remuneration of the reporting accountant.
- (6) To transact any other business of the company.

By order of the Board

  
G M Wilson

Secretary

1 February 2000

Note: Any member entitled to attend and vote at this meeting may appoint a proxy to attend and vote on his or her behalf, and such a proxy need not be a member of the company.

## REPORT OF DIRECTORS

The directors submit their report together with the accounts of the company for the year ending 31st December 1999.

### 1 BUSINESS AND STATUS

The company was formed to acquire as a going concern the business of a dealer in historical books, manuscripts and autograph letters carried on by John Anthony Wilson at 359 Oxford Street, London W1, and the assets and liabilities in connection therewith. The company is a 'close company' within the provisions of the Finance Act 1965 sch. 18, and the Income and Corporation Taxes Act 1990.

### 2 DIRECTORS

The Directors of the company at 31st December 1999 were Mr J A Wilson and Mrs G M Wilson, who have held office throughout the year.

### 3 DIRECTORS' INTERESTS

The directors of the company, who held office throughout the year, have the following interests - including the interests of their wives, husbands, and infant children - in the shares of the company:

Mr J A Wilson - three ordinary shares  
Mrs G M Wilson - one ordinary share

### 4 ACCOUNTS

It will be observed that the net profit for the year under review, after allowing for corporation tax of £5,288 amounts to £2,667. A dividend of £4,000 per ordinary share was voted and paid during the year. After deducting this dividend, which amounts to £16,000, the accumulated profit retained in the Company is £67,950.

### 5 REPORTING ACCOUNTANT

Resolutions will be proposed at the Annual General Meeting to re-appoint Mr William Oxley as reporting accountant, and to authorise the directors to fix his remuneration.

By order of the board



G M Wilson  
Secretary

## Balance Sheet as at 31st December 1999

		1999 ----	1998 ----
Share Capital:	Ordinary shares of £1 each		
	Authorised	100	
		---	
	Issued and fully paid	4	4
Reserves:	Share premium account		
	(note 2)	1,998	1,998
	Profit and Loss account	67,950	81,283
	Buildings Surplus Account	33,143	33,143
		-----	-----
Loan accounts:	Directors' (note 3)	58,966	56,464
		-----	-----
		£162,061	£172,892
		=====	=====
Represented by:			
	Fixed Assets (note 4)	73,319	74,868
	Current Assets		
	Stock on hand		
	(note 1(f))	108,236	109,676
	Sundry debtors		
	(note 5)	21,148	12,671
	Balances at Bank:		
	(US \$1,321.63)	801	2,319
		-----	-----
		130,185	
		-----	
	Less: Current liabilities		
	Sundry Creditors		
	(note 6)	7,824	(7,124)
	Bank Overdraft	33,619	(19,518)
		-----	-----
		41,443	88,742
		-----	-----
		£162,061	£172,892
		=====	=====

a) For the year ended 31st December 1999 the company was entitled to the exemption conferred by subsection (1) (subsection(2) where turnover is over £90,000) of section 249A of the Companies Act 1995.

b) No notice (from members requiring an audit) has been deposited under subsection (2) of section 249B of the Companies Act 1995 in relation to its accounts for the financial year.

c) The directors acknowledge their responsibilities for:

1) Ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1995, and

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

Directors

John Wilson

G M Wilson

## Profit and Loss Account for the year to 31st December 1999

	1999	1998
	----	----
	£	£
Net Trading Profit for year	7,955	18,473
After charging:		
Depreciation	2,150	2,666
Reporting Accountant's remuneration	2,500	2,500
Directors' emoluments:		
Chairman	18,000	18,000
Others	6,808	15,980
	-----	
	24,808	
Pension contributions	7,401	7,401
	-----	
	32,209	
Interest paid		
(note 7)	1,194	(496)
	=====	=====
	-----	-----
Net profit before taxation	7,955	18,473
Less taxation for year	5,288	4,486
	-----	-----
Profit / (loss) for year after taxation	2,667	13,987
Retained profit / reserves at beginning of year:		
Profit and Loss account	81,283	83,296
	-----	-----
	83,950	97,283
Less Dividend paid	16,000	16,000
	-----	-----
Retained profits at end of year	67,950	81,283
	=====	=====

## Notes to Accounts for year ended 31st December 1999

## 1 Accounting policies

- (a) Trading income from sales of historical books, manuscripts and autograph letters is taken into account upon date of sale, and excludes value added tax.
- (b) Any interest, commission or other income receivable is brought into account on an accruals basis.
- (c) Taxation and other expenses, except depreciation, where due but unpaid at Balance Sheet date are provided in full.
- (d) Depreciation of fixtures and fittings is provided for at a rate of 25% pa on the reducing balance of asset. No depreciation on land and buildings has been charged in these accounts.
- (e) Purchases and sales of foreign goods and expenses are brought into account at the rate of exchange ruling at the date of each transaction.
- (f) Stock on hand has been valued at actual cost.

## 2 Share Premium

Balance at 1st January 1999	1,998
Add transfers in year	nil
	-----
	£1,998
	=====

3 Directors' Loan Accounts	Chairman	Other	Total
	-----	-----	-----
Balance at 1st January 1999	52,464	4,000	56,464
Amounts credited in year	12,252	10,443	22,695
	-----	-----	-----
	64,716	14,443	79,159
Amounts debited in year	9,750	10,443	20,193
	-----	-----	-----
	54,966	4,000	£58,966
	=====	=====	=====

4 Fixed Assets	Land & Buildings	Fixtures & fittings	Total
	-----	-----	-----
Cost at 1.i.99	33,727	47,699	81,426
Additions in period	nil	600	600
	-----	-----	-----
	33,727	48,299	82,026
Disposals in period	nil	nil	nil
	-----	-----	-----
	33,727	48,299	82,026
Depreciation at 1.i.99	nil	(39,701)	(39,701)
Appreciation on disposals b/f	33,143	nil	33,143
Depreciation for period	nil	(2,149)	(2,149)
	-----	-----	-----
	£66,870	£6,449	£73,319
	=====	=====	=====

## Notes to Accounts for the year ended 31st December 1999 (Ctd)

5	Sundry Debtors	1999	1998
		----	----
	For goods sold	18,588	10,604
	Sundry prepayments	2,560	2,067
		-----	-----
		£21,148	£12,671
		=====	=====
6	Sundry Creditors		
	For goods	nil	nil
	Accrued expenses	2,536	2,638
	Taxation payable 1.x.2000	5,288	4,486
		-----	-----
		£7,824	£7,124
		=====	=====
7	Interest		
	Bank interest paid on overdraft	1,861	314
	Interest received on Treasury Deposits	667	810
		----	-----
		1,194	(496)
		=====	=====
8	Contingent Liabilities as at 31st December 1999		
	Future Capital Expenditure not provided for	nil	nil
	Contracted for	nil	nil
	Authorised by the Board but not contracted for	nil	nil

**ACCOUNTANT'S REPORT TO THE SHAREHOLDERS ON THE  
UNAUDITED ACCOUNTS OF JOHN WILSON (AUTOGRAPHS) LIMITED**

I report on the accounts for the year ended 31st December 1999 set out on pages 3 to 6 and pages 8 & 9.

**Respective responsibilities of directors and reporting accountant**

As described on page 3 the company's directors are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is my responsibility to carry out procedures designed to enable me to report my opinion.

**Basis of opinion**

My work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so my procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as I considered necessary for the purposes of this report. These procedures provide only the assurance expressed in my opinion.

**Opinion**

In my opinion:

- a) The accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1995.
- b) Having regard only to, and on the basis of, the information contained in those accounting records:
  - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act; and
  - (ii) the company satisfied the conditions for the exemption from an audit of the accounts for the year specified in section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1)



**William Oxley F.C.A.**  
Reporting Accountant

1 February 2000

6 The Mount  
Higher Furzeham  
BRIXHAM  
South Devon  
TQ5 8QY



## Detailed Trading and Profit and Loss Account for the year to 31st December 1999

	Year to 31 12 99 -----	Year to 31 12 98 -----
Sales and commissions	139,240	282,006
Deduct cost of sales:		
Stock on hand at 1.1.99	109,676	(103,317)
Purchases	51,312 -----	(181,625)
	160,988	
Less stock on hand at 31.12.99	108,236 -----	109,676
	52,752 -----	-----
Gross Profit for year	86,488	106,740
Deduct expenses:		
Salaries and pension contributions	34,100	44,854
Rent, rates and insurance	9,563	6,133
Stationery and printing	5,675	6,089
Travelling and entertaining	10,836	13,024
Advertising	998	3,181
Telephone, fax and internet	2,637	2,409
Depreciation	2,150	2,666
Postage	4,883	2,992
Audit and legal expenses	2,515	2,515
Reference books and catalogues	1,035	1,908
Light and heat	767	709
Interest received less paid (note 7)	1,194	(496)
Sundry expenses (inc. bank charges)	895	923
Subscriptions and donations	1,285 -----	1,360 -----
	78,533 -----	88,267 -----
Net profit for year before taxation	£7,955 =====	£18,473 =====

## Statement of Source and Application of funds

	Year to 31 12 99	Year to 31 12 98
	£	£
Source of funds:		
Net profit /(loss) before tax	7,955	18,473
Loans	2,502	nil
Disposal of fixed assets	nil	nil
	-----	-----
	10,457	18,473
Adjustments for items not involving movements of funds	2,150	2,666
	-----	-----
Total generated from operations	12,607	21,139
Application of funds:		
Dividend paid	16,000	16,000
Taxation paid and suffered	5,288	4,486
Additions to fixed assets	600	3,899
Loans to directors	nil	5,998
	-----	-----
	21,888	30,372
	-----	-----
Increase / (decrease) in funds	(9,281)	(9,233)
	=====	=====
Represented by:		
Stock	(1,440)	6,358
Debtors	8,477	(15,918)
Creditors	(700)	(707)
	-----	-----
	6,337	(10,267)
Bank balances	(15,618)	1,034
	-----	-----
	(9,281)	(9,233)
	=====	=====