

**REPORT OF THE DIRECTORS AND**  
**FINANCIAL STATEMENTS**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**  
**FOR**  
**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**



**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

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**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

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**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**COMPANY INFORMATION**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

**DIRECTORS:**

Mrs B J Gardiner  
S J Sebire, M.B.E.  
T M Cresswell  
K Edge  
P C Cooper  
R A Fisher  
R E Lewis  
R H Parker  
C M Pedley  
Mrs L Davis  
J H Woodcock  
D Webster

**SECRETARY:**

R A Fisher

**REGISTERED OFFICE:**

Buckingham House  
3 West Street  
Congleton  
Cheshire  
CW12 1JN

**REGISTERED NUMBER:**

2853337 (England and Wales)

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**COMPANY INFORMATION**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

**AUDITORS:**

Davies Greer  
Chartered Accountants  
& Registered Auditors  
The Post House  
Mill Street  
Congleton  
Cheshire  
CW12 1AB

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**REPORT OF THE DIRECTORS**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

The directors present their report with the financial statements of the company for the period 29th March 1999 to 26th March 2000.

**PRINCIPAL ACTIVITY**

The principal activity of the company in the period under review was that of the provision of business support services and advice.

**DIRECTORS**

The directors during the period under review were:

S J Sebire, M.B.E.	
Mrs B J Gardiner	
T M Cresswell	
K Edge	
P C Cooper	
Mrs J Amos	- resigned 16.12.99
R A Fisher	
R E Lewis	
R H Parker	
C M Pedley	
Mrs L Davis	- appointed 21.5.99
A P Montgomery	- resigned 21.5.99
J H Woodcock	- appointed 30.9.99
D Webster	- appointed 30.9.99

In accordance with the Articles of Association, R E Lewis and R A Fisher retire by rotation and offer themselves for re-election.

**STATEMENT OF 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 and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- 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 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. They 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**

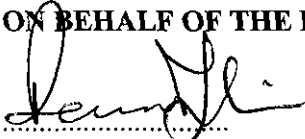
The auditors, Davies Greer, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**REPORT OF THE DIRECTORS**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**ON BEHALF OF THE BOARD:**

A handwritten signature in black ink, appearing to read 'R A Fisher', written over a dotted line.

R A Fisher - SECRETARY

Dated: 31 August 2000

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**REPORT OF THE AUDITORS TO THE MEMBERS OF**  
**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

We have audited the financial statements on pages six to twelve which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000), under the historical cost convention and the accounting policies set out on page eight.

**Respective responsibilities of directors and auditors**

As described on page three the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 26th March 2000 and of its profit for the period then ended and have been properly prepared in accordance with the Companies Act 1985.



Davies Greer  
Chartered Accountants  
& Registered Auditors  
The Post House  
Mill Street  
Congleton  
Cheshire  
CW12 1AB

Dated: 31 August 2000

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

		Period 29.3.99 to 26.3.00	Period 30.3.98 to 28.3.99
	Notes	£	£
<b>TURNOVER</b>		334,809	360,211
<b>Net operating expenses</b>			
Administrative expenses		<u>328,478</u>	<u>347,868</u>
<b>OPERATING SURPLUS</b>	2	6,331	12,343
Interest receivable and similar income		<u>865</u>	<u>1,306</u>
		7,196	13,649
Interest payable and similar charges		<u>720</u>	<u>720</u>
<b>SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		6,476	12,929
Taxation	3	<u>173</u>	<u>274</u>
<b>SURPLUS FOR THE FINANCIAL PERIOD AFTER TAXATION</b>		6,303	12,655
Retained surplus brought forward		<u>56,618</u>	<u>43,963</u>
<b>RETAINED SURPLUS CARRIED FORWARD</b>		<u><u>£62,921</u></u>	<u><u>£56,618</u></u>

The notes form part of these financial statements

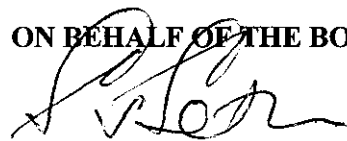
**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**BALANCE SHEET**  
**26TH MARCH 2000**

		<u>2000</u>		<u>1999</u>	
	Notes	£	£	£	£
<b>FIXED ASSETS:</b>					
Tangible assets	4		5,502		7,229
<b>CURRENT ASSETS:</b>					
Debtors	5	48,055		31,263	
Cash at bank		<u>64,607</u>		<u>62,950</u>	
		112,662		94,213	
<b>CREDITORS:</b> Amounts falling due within one year	6	<u>54,868</u>		<u>42,199</u>	
<b>NET CURRENT ASSETS:</b>			<u>57,794</u>		<u>52,014</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>			63,296		59,243
<b>CREDITORS:</b> Amounts falling due after more than one year	7		<u>375</u>		<u>2,625</u>
			<u>£62,921</u>		<u>£56,618</u>
<b>RESERVES:</b>					
Retained surplus			<u>62,921</u>		<u>56,618</u>
			<u>£62,921</u>		<u>£56,618</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective March 2000).

**ON BEHALF OF THE BOARD:**



S J Sebire MBE - DIRECTOR

Approved by the Board on 31 August 2000

The notes form part of these financial statements

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000).

**Turnover**

Turnover represents net invoiced sales of services supplied by the company's members' subscriptions received and sponsorship monies relating to the period, excluding value added tax.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Fixtures and fittings	- 20% on reducing balance
Motor vehicles	- 25% on reducing balance

**Hire purchase and leasing commitments**

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is the shorter.

The interest element of these obligations is charged to the profit and loss account over the relevant period. The capital element of the future payments is treated as a liability.

**Pensions**

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the period are charged in the profit and loss account.

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

**2. OPERATING SURPLUS**

The operating surplus is stated after charging:

	Period 29.3.99 to 26.3.00 £	Period 30.3.98 to 28.3.99 £
Depreciation - owned assets	321	401
Depreciation - assets on hire purchase contracts or finance leases	1,406	1,875
Auditors' remuneration	5,280	2,500
Pension costs	<u>3,040</u>	<u>2,930</u>
 Directors' emoluments and other benefits etc	 <u>25,698</u>	 <u>24,805</u>

**3. TAXATION**

The tax charge on the surplus on ordinary activities for the period was as follows:

	Period 29.3.99 to 26.3.00 £	Period 30.3.98 to 28.3.99 £
UK corporation tax	<u>173</u>	<u>274</u>

UK corporation tax has been charged at 20% (1999 - 21%).

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

4. **TANGIBLE FIXED ASSETS**

	Fixtures and fittings	Motor vehicles	Totals
	£	£	£
<b>COST:</b>			
At 29th March 1999 and 26th March 2000	<u>2,937</u>	<u>10,000</u>	<u>12,937</u>
<b>DEPRECIATION:</b>			
At 29th March 1999	1,333	4,375	5,708
Charge for period	<u>321</u>	<u>1,406</u>	<u>1,727</u>
At 26th March 2000	<u>1,654</u>	<u>5,781</u>	<u>7,435</u>
<b>NET BOOK VALUE:</b>			
At 26th March 2000	<u>1,283</u>	<u>4,219</u>	<u>5,502</u>
At 28th March 1999	<u>1,604</u>	<u>5,625</u>	<u>7,229</u>

Fixed assets, included in the above, which are held under hire purchase contracts or finance leases are as follows:

	Motor vehicles
	£
<b>COST:</b>	
At 29th March 1999 and 26th March 2000	<u>10,000</u>
<b>DEPRECIATION:</b>	
At 29th March 1999	4,375
Charge for period	<u>1,406</u>
At 26th March 2000	<u>5,781</u>
<b>NET BOOK VALUE:</b>	
At 26th March 2000	<u>4,219</u>
At 28th March 1999	<u>5,625</u>

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

5. **DEBTORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	2000	1999
	£	£
Trade debtors	46,150	29,396
Prepayments	<u>1,905</u>	<u>1,867</u>
	<u>48,055</u>	<u>31,263</u>

6. **CREDITORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	2000	1999
	£	£
Bank loans and overdrafts	18,166	5,278
Trade creditors	19,697	15,197
Hire purchase	2,250	2,250
Membership paid in advance	458	1,092
Social security & other taxes	447	10,929
Taxation	173	274
Accrued expenses	<u>13,677</u>	<u>7,179</u>
	<u>54,868</u>	<u>42,199</u>

7. **CREDITORS: AMOUNTS FALLING  
DUE AFTER MORE THAN ONE YEAR**

	2000	1999
	£	£
Hire purchase	<u>375</u>	<u>2,625</u>

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

**8. RELATED PARTY DISCLOSURES**

The following directors are also directors of South & East Cheshire TEC limited:- A P Montgomery and Mrs L Davis.

During the year the following transactions occurred:-

Sales to South & East Cheshire TEC Limited	£244,642
Purchases from South & East Cheshire TEC Limited	£57,793

Included in year end balances are the following:-

Amounts due from South & East Cheshire TEC Limited	£19,737
Amounts due to South & East Cheshire TEC Limited	£13,933

All the transactions were undertaken at an arms length basis.

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

	Period 29.3.99 to 26.3.00		Period 30.3.98 to 28.3.99	
	£	£	£	£
<b>Income:</b>				
Membership fees	28,425		28,473	
TEC Services	209,000		237,509	
Commercial activities	87,695		75,151	
Sponsorship	9,216		13,078	
Business units management fees	473		6,000	
		334,809		360,211
<b>Other income:</b>				
Deposit account interest		865		1,306
		335,674		361,517
<b>Expenditure:</b>				
Directors' remuneration	25,698		24,805	
Social security	2,587		2,529	
Pension contributions	3,040		2,930	
Salaries & pensions	145,517		204,847	
Sub contract consulting	12,396		3,504	
Telephone & fax	12,730		11,216	
Printing & stationery	5,124		9,983	
Motor & travel expenses	3,297		3,780	
Books & publications	2,156		916	
Marketing expenses	6,790		5,452	
Repairs & maintenance	5,037		5,029	
Post & carriage	10,002		8,530	
Exhibitions	-		4,016	
Economic development costs	2,012		-	
Event costs	13,960		12,210	
Courses	2,366		4,106	
Cleaning	4,961		5,169	
Sundry expenses	684		5,207	
Audit & accountancy	5,280		2,500	
Subscriptions	2,518		1,789	
Donations	21		195	
Chamber of Commerce fees	7,410		3,933	
Town centre management	-		10,000	
Professional fees	1,170		2,076	
Bad debts	2,699		270	
Carried forward	277,455	335,674	334,992	361,517

This page does not form part of the statutory financial statements

**BOROUGH OF CONGLETON**  
**CHAMBER OF COMMERCE AND ENTERPRISE LIMITED**

**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE PERIOD 29TH MARCH 1999 TO 26TH MARCH 2000**

	Period 29.3.99 to 26.3.00		Period 30.3.98 to 28.3.99	
	£	£	£	£
Brought forward	277,455	335,674	334,992	361,517
Rent, rates & water	39,557		-	
Insurance	4,292		3,517	
Light & heat	<u>4,325</u>		<u>4,915</u>	
		<u>325,629</u>		<u>343,424</u>
		10,045		18,093
<b>Finance costs:</b>				
Hire purchase	720		720	
Bank charges	<u>1,122</u>		<u>2,168</u>	
		<u>1,842</u>		<u>2,888</u>
		8,203		15,205
<b>Depreciation:</b>				
Fixtures & fittings	321		401	
Motor vehicles	<u>1,406</u>		<u>1,875</u>	
		<u>1,727</u>		<u>2,276</u>
<b>NET SURPLUS FOR THE PERIOD</b>		<u><u>£6,476</u></u>		<u><u>£12,929</u></u>

This page does not form part of the statutory financial statements