

**BIRMINGHAM EDUCATION AND TRAINING  
AGENCY LIMITED**

Report and Accounts

**FOR THE YEAR ENDED**  
**30 September 1998**

Registration number 3244861



**BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**  
**Directors and Officers**

**DIRECTORS**  
MR JAVID IQBAL

**SECRETARY**  
MR LIAQUAT ALI

**REGISTERED OFFICE**  
343 CITY ROAD LONDON EC1V 1LR

**AUDITORS**  
ACE PARTNERSHIP

**BANKERS**  
LLOYDS BANK

**SOLICITORS**

## **BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**

### **Directors' Report**

The directors present their report and accounts for the year ended 30 September 1998.

#### **Principal activities**

The company's principal activity during the year continued to be the provision of training and education in line with the guidelines laid down by Dudley College

#### **Directors and directors' interests**

The directors at the balance sheet date and their interests in the share capital of the company were as follows:

	£1 Ordinary shares	
	1998	1997
J Iqbal	nil	nil

#### **Political and charitable donations**

During the year, the company made various charitable contributions totalling £400.

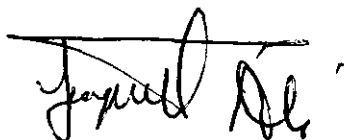
#### **Auditors**

A resolution to reappoint ACE PARTNERSHIP as auditors will be put to the members at the Annual General Meeting.

#### **Small company special provisions**

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

This report was approved by the board on 31 May 1999.



MR L ALI  
Secretary

**BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**  
**Statement of Directors' Responsibilities**

Company law requires the directors to prepare accounts 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 for that period. In preparing those accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

*The directors are responsible for maintaining 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 accounts 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.*

**BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**  
**Auditors' Report**

**Report of the auditors**  
**to the shareholders of BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**

We have audited the accounts on pages 5 to 9 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

**Respective responsibilities of directors and auditors**

As described on page 3, the company's directors are responsible for the preparation of the accounts. It is our responsibility to form an independent opinion, based on our audit, on those accounts 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 accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts 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 accounts 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 accounts.

**Opinion**

In our opinion the accounts give a true and fair view of the state of the company's affairs as at 30th September 1998 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985 applicable to small companies.



**ACE PARTNERSHIP**  
Chartered Accountants  
Registered Auditors

343 CITY ROAD LONDON EC1V 1LR

31 May 1999

**BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**  
**Profit and Loss Account**  
**for the year ended 30 September 1998**

	Notes	1998 £	1997 £
<b>Turnover</b>	2	549,326	420,998
Cost of sales		(329,175)	(275,625)
<b>Gross profit</b>		<u>220,151</u>	<u>145,373</u>
Administrative expenses		(203,257)	(129,017)
<b>Operating profit</b>	3	<u>16,894</u>	<u>16,356</u>
Exceptional items:			
loss on the disposal of tangible fixed assets	4	-	(1,925)
		<u>16,894</u>	<u>14,431</u>
Interest receivable		1,879	-
Interest payable		(2,097)	-
<b>Profit on ordinary activities before taxation</b>		<u>16,676</u>	<u>14,431</u>
Taxation on profit on ordinary activities		(3,620)	(3,500)
<b>Profit on ordinary activities after taxation</b>		<u>13,056</u>	<u>10,931</u>
<b>Retained profit for the year</b>	11	<u>13,056</u>	<u>10,931</u>

**Continuing operations**

None of the company's activities were acquired or discontinued during the above first financial years.

**Statement of total recognised gains and losses**

The company has no recognised gains or losses other than the profit for the above two financial years.

**BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**  
**Balance Sheet**  
**as at 30 September 1998**

	Notes	1998 £	1997 £
<b>Fixed assets</b>			
Tangible assets	5	11,150	13,063
<b>Current assets</b>			
Debtors	6	5,701	2,996
Cash at bank and in hand		<u>112,556</u>	<u>40,275</u>
		118,257	43,271
<b>Creditors: amounts falling due within one year</b>	7	(105,000)	(37,821)
<b>Net current assets</b>		<u>13,257</u>	<u>5,450</u>
<b>Total assets less current liabilities</b>		<u>24,407</u>	<u>18,513</u>
<b>Creditors: amounts falling due after more than one year</b>	8	(320)	(7,482)
		<u>24,087</u>	<u>11,031</u>
<b>Capital and reserves</b>			
Called up share capital	10	100	100
Profit and loss account	11	23,987	10,931
<b>Shareholders' funds:</b>			
Equity		<u>24,087</u>	<u>11,031</u>
	12	<u>24,087</u>	<u>11,031</u>

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

  
MR J QBAL

Director

Approved by the board on 31 May 1999

# **BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**

## **Notes to the Accounts**

**at 30 September 1998**

### **1 Accounting policies**

#### **Accounting convention**

The accounts have been prepared under the historical cost convention.

#### **Depreciation**

Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Motor Vehicles	25% pa
Leasehold land and buildings	over the lease term
Plant and machinery	25% pa

#### **Deferred taxation**

Deferred taxation is provided on the liability method on all timing differences which are expected in the foreseeable future, calculated at the rate at which it is estimated that the tax will be payable.

#### **Foreign currencies** (where applicable)

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

#### **Leasing and hire purchase commitments** (where applicable)

Assets held under finance leases and hire purchase contracts, which are those where substantially all the risks and rewards of ownership of the asset have passed to the company, are capitalised in the balance sheet and depreciated over their useful lives.

The interest element of the rental obligations is charged to the profit and loss account over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding.

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

#### **Pensions**

The company does not operate a defined contribution pension scheme.

### **2 Turnover**

Turnover represents amounts received from Dudley College and does not attract V.A.T.



# BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED

## Notes to the Accounts

at 30 September 1998

<b>3 Operating profit</b>	<b>1998</b>	<b>1997</b>	
	<b>£</b>	<b>£</b>	
This is stated after charging:			
Depreciation of owned fixed assets	3,718	4,070	
Auditors' remuneration	2,500	2,200	
	<hr/>	<hr/>	
<b>4 Exceptional items</b>	<b>1998</b>	<b>1997</b>	
	<b>£</b>	<b>£</b>	
Loss on disposal of plant and machinery	-	(1,925)	
	<hr/>	<hr/>	
	-	(1,925)	
	<hr/>	<hr/>	
<b>5 Tangible fixed assets</b>			
	<b>Plant and machinery</b>	<b>Motor vehicles</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 October 1997	850	16,283	17,133
Additions	1,805	-	1,805
At 30 September 1998	<hr/>	<hr/>	<hr/>
	2,655	16,283	18,938
	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>			
At 1 October 1997	-	4,070	4,070
Charge for the year	665	3,053	3,718
At 30 September 1998	<hr/>	<hr/>	<hr/>
	665	7,123	7,788
	<hr/>	<hr/>	<hr/>
<b>Net book value</b>			
At 30 September 1998	<hr/>	<hr/>	<hr/>
	1,990	9,160	11,150
At 30 September 1997	<hr/>	<hr/>	<hr/>
	850	12,213	13,063
	<hr/>	<hr/>	<hr/>
<b>6 Debtors</b>	<b>1998</b>	<b>1997</b>	
	<b>£</b>	<b>£</b>	
Trade debtors	3,576	-	
Other debtors	2,125	2,996	
	<hr/>	<hr/>	
	5,701	2,996	
	<hr/>	<hr/>	

**BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**  
**Notes to the Accounts**  
**at 30 September 1998**

<b>7 Creditors: amounts falling due within one year</b>			<b>1998</b>	<b>1997</b>
			£	£
Obligations under finance lease and hire purchase contracts			4,291	3,792
Trade creditors			2,446	28,429
Other creditors			94,643	5,600
			<u>105,000</u>	<u>37,821</u>
<b>8 Creditors: amounts falling due after one year</b>			<b>1998</b>	<b>1997</b>
			£	£
Obligations under finance lease and hire purchase contracts			320	4,108
Other creditors			-	3,374
			<u>320</u>	<u>7,482</u>
<b>9 Obligations under finance leases and hire purchase contracts</b>			<b>1998</b>	<b>1997</b>
			£	£
Amounts payable:				
Within one year			4,291	3,792
Within two to five years			320	4,108
			<u>4,611</u>	<u>7,900</u>
<b>10 Share capital</b>			<b>1998</b>	<b>1997</b>
			£	£
Authorised:				
Ordinary shares of £1 each			<u>100</u>	<u>100</u>
	<b>1998</b>	<b>1997</b>	<b>1998</b>	<b>1997</b>
	No	No	£	£
Allotted, called up and fully paid:				
Ordinary shares of £1 each	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
<b>Movement in share capital</b>			<b>1998</b>	<b>1997</b>
			£	£
At 1 October			100	-
Shares issued			-	100
At 30 September			<u>100</u>	<u>100</u>

**BIRMINGHAM EDUCATION AND TRAINING AGENCY LIMITED**  
**Notes to the Accounts**  
**at 30 September 1998**

<b>11 Profit and loss account</b>	<b>1998</b>	<b>1997</b>
	<b>£</b>	<b>£</b>
At 1 October	10,931	-
Retained profit	13,056	10,931
	<hr/>	<hr/>
At 30 September	<b>23,987</b>	<b>10,931</b>

<b>12 Reconciliation of movements in shareholders' funds</b>	<b>1998</b>	<b>1997</b>
	<b>£</b>	<b>£</b>
At 1 October	11,031	-
Profit for the financial year	13,056	10,931
Shares issued	-	100
	<hr/>	<hr/>
At 30 September	<b>24,087</b>	<b>11,031</b>

**13 Related parties**

There were no related party transactions in the year