

**CHEAM HIGH EDUCATIONAL SUPPLIES & SERVICES LIMITED**  
(A Company Limited by Guarantee)

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2004**



**CHEAM HIGH EDUCATIONAL SUPPLIES & SERVICES LIMITED**  
**(A Company Limited by Guarantee)**

**COMPANY INFORMATION**

<b>Directors</b>	Miss R J Allott Dr R S Satchell
<b>Secretary</b>	R B Harrington
<b>Company Number</b>	4410978
<b>Registered Office and Business Address</b>	Cheam High School Chatsworth Road Cheam Surrey SM3 8PW
<b>Accountants</b>	Baxter & Co Lynwood House Crofton Road Orpington Kent BR6 8QE
<b>Bankers</b>	HSBC 27 The Broadway Cheam Sutton Surrey SM3 8BJ

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**CHEAM HIGH EDUCATIONAL SUPPLIES & SERVICES LIMITED**  
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**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2004**

The directors present their report and financial statements for the year from 1 April 2003 to 31 March 2004.

**Incorporation**

The company was incorporated on 8 April 2002 (Company Number 4410978). The company is a company limited by guarantee and is governed by its Memorandum and Articles of Association.

**Change of Name**

The company name was changed on 13 May 2002 from Cheam High School Supplies & Services Limited to Cheam High Educational Supplies & Services Limited.

**Principal Activities**

The principal activity of the company is to operate a school shop and cash collection service for Cheam High School. All profits generated are to be applied at the discretion of the directors for the benefit of the pupils of Cheam High School.

**Results**

The results of the company for the year ended 31 March 2004 are set out on page 4 of the financial statements.

**Share Capital**

The company is limited by guarantee and has no share capital. Every member of the company has a limited liability and in the event of the company being wound up, each member may be called upon to contribute up to £1.

**Directors**

The following directors have held office during the period:

Miss R J Allott  
Dr R S Satchell

**CHEAM HIGH EDUCATIONAL SUPPLIES & SERVICES LIMITED**  
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**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2004**  
(Continued)

**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.

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

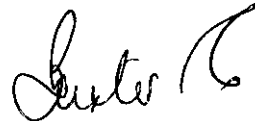
This report was approved on behalf of the Board on 12th July 2004.



Miss R J Allott  
**Director**

**ACCOUNTANTS' REPORT TO THE DIRECTORS  
ON THE UNAUDITED ACCOUNTS OF  
CHEAM HIGH EDUCATIONAL SUPPLIES & SERVICES LIMITED  
(A Company Limited by Guarantee)**

As described in the Directors' Report, you are responsible for the preparation of the accounts for the year ended 31 March 2004, set out on pages 4 to 7 and you consider that the company is exempt from an audit. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities from the accounting records and information and explanations supplied to us.



**BAXTER & CO**

**Chartered Certified Accountants**

16/7/04

Lynwood House  
Crofton Road  
Orpington  
Kent BR6 8QE

**CHEAM HIGH EDUCATIONAL SUPPLIES & SERVICES LIMITED**  
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**PROFIT AND LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2004**

	Notes	2004 £	2003 £
<b>Turnover</b>		34,936	9,112
Cost of sales		23,388	10,474
		-----	-----
<b>Gross Profit (Loss)</b>		11,548	(1,362)
Administrative expenses		9,657	558
		-----	-----
<b>Operating Profit (Loss) on Ordinary Activities Before Taxation</b>		1,891	(1,920)
Interest Received		29	0
Tax on profit (loss) on ordinary activities		0	0
		-----	-----
<b>Profit (Loss) on Ordinary Activities After Taxation 3</b>		<u>£1,920</u>	<u>£(1,920)</u>

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

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**BALANCE SHEET**  
**AT 31 MARCH 2004**

	Notes	£	2004 £	2003 £	£
<b>Current Assets</b>					
Stock		16,869		4,680	
Cash at bank and in hand		389		7,141	
			17,258	11,821	
<b>Creditors:</b> amounts falling due within one year	2	(17,258)		(13,741)	
<b>Net Current Assets (Liabilities)</b>			£0	£(1,920)	
<b>Capital and Reserves</b>					
Profit and loss account	4		£0	£(1,920)	

In preparing these financial statements:

- (a) The directors are of the opinion that the company is entitled to the exemption from audit conferred by Section 249A(1) of the Companies Act 1985.
- (b) No notice has been deposited under Section 249B(2) of the Companies Act 1985, and
- (c) The directors acknowledge their responsibilities for:
  - (i) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985, and
  - (ii) 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 end 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 this Act relating to accounts, so far as applicable to the company.

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

The financial statements were approved by the Board on 12th July 2004.



Miss R J Allott  
Director



Dr R S Satchell  
Director



**CHEAM HIGH EDUCATIONAL SUPPLIES & SERVICES LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2004**

**1. Accounting Policies**

**1.1 Accounting Convention**

The financial statements are prepared under the historical cost convention.

**1.2 Turnover**

Turnover represents amounts receivable for goods and services, net of VAT.

**1.3 Deferred Taxation**

Deferred taxation is provided at appropriate rates on all timing differences using the liability method only to the extent that, in the opinion of the directors, there is a reasonable probability that a liability or asset will crystallise in the foreseeable future.

**1.4 Stock**

Stock is valued at the lower of cost and net realisable value.

	2004 £	2003 £
<b>2. Creditors:</b> amounts falling due within one year		
Trade creditors	1,625	6,741
Loan – Cheam High School (Tuck Shop)	7,000	7,000
Accountancy fees	290	0
Donation – Cheam High School	8,343	0
	<u>£17,258</u>	<u>£13,741</u>
<b>3. Statement of Movements on Profit and Loss Account</b>		
Retained profit (loss) for the year	<u>£1,920</u>	<u>£(1,920)</u>
<b>4. Reconciliation of Movements in Shareholders' Funds</b>		
Profit (loss) for the financial year	1,920	(1,920)
Net increase (decrease) in shareholders' funds	1,920	(1,920)
Opening shareholders' funds	(1,920)	0
Closing shareholders' funds	<u>£0</u>	<u>£(1,920)</u>

**CHEAM HIGH EDUCATIONAL SUPPLIES & SERVICES LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2004**  
(Continued)

**5. Control**

The company was controlled throughout the current period by its ultimate parent undertaking, Cheam High School.

**6. Related Party Transactions**

At the balance sheet date, the following amounts remained due and are included within creditors:

	£
Loan – Cheam High School (Tuck Shop)	7,000
Donation – Cheam High School	8,343
	<hr/>
	£15,343
	<hr/> <hr/>