**COMPANY NUMBER 19242** 

WEST WALES CHAMBER OF COMMERCE (Company limited by guarantee)

**DIRECTORS' REPORT AND ACCOUNTS** 

31 March 2005

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### OFFICERS AND PROFESSIONAL ADVISERS

### **DIRECTORS**

H P Evans (President)

P W James (Vice President)

J B Loftus

S R Penny

D Gilbert

J E Burgess

M E Pettifor (Resigned 20/10/04)

D J Hicks

P A M Blakeborough-Pownall

### **SECRETARY**

H L Harries

### REGISTERED OFFICE

Creswell Buildings 1 Burrows Place Swansea SA1 1SW

### **AUDITORS**

Bevan & Buckland Chartered Accountants

### **HONORARY SOLICITORS**

Douglas-Jones & Mercer

### **BANKERS**

Lloyds TSB Bank Plc

### **DIRECTORS' REPORT**

The directors present their report and the audited accounts for the year ended 31 March 2005.

### 1. ACTIVITIES

The principal activity of the Chamber is the promotion of commerce and industry in the West Wales area.

### 2. DIRECTORS

The present membership of the Board is set out on page 1.

H P Evans (President)

P W James (Vice President)

J B Loftus

S R Penny

D Gilbert

J E Burgess

M E Pettifor (Resigned 20/10/04)

D J Hicks

P A M Blakeborough-Pownall

### 3. SMALL COMPANY EXEMPTION

This report has been prepared in accordance with the special provisions of Part V11 of the Companies Act 1985 relating to small companies.

#### 4. AUDITORS

The auditors, Bevan & Buckland, have expressed their willingness to continue in office and a resolution to re-appoint them will be proposed at the forthcoming Annual General Meeting.

Approved by the Board of Directors and signed on its behalf.

H L HARRIES

Secretary

Date 191 CC+cher 2005

### REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF WEST WALES CHAMBER OF COMMERCE

We have audited the financial statements of West Wales Chamber of Commerce for the year ended 31st March 2005 on pages 6 to 11. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of directors and auditors

As described on page 5 the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Directors is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Report of the Directors and consider the implications for our report if we become aware of any apparent misstatements within it.

### Basis of audit opinion

We conducted our audit in accordance with United Kingdom 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.

### REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF WEST WALES CHAMBER OF COMMERCE

### Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31st March 2005 and of its loss for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Bevan & Buckland Chartered Accountants and Registered Auditors Russell House Russell Street Swansea SA1 4HR

Date Ululos

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### 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 Chamber and of the profit or loss of the Chamber 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;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Chamber 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 Chamber and to enable them to ensure that the accounts comply with Companies Act 1985. They are also responsible for safeguarding the assets of the Chamber and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Agreed by the Board of Directors and signed on its behalf.

1 Les June

H L HARRIES

Secretary

Date 19H Ochoke 2005

### PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2005

	Note	2005	2004
INCOME		£	£
Chamber activities	2	108,038	102,619
EXPENDITURE			•••
Staff costs: Wages and salaries Social Security costs Depreciation and other amounts Other operating charges		45,751 3,987 1,842 63,733 ——————————————————————————————————	40,594 3,465 1,470 63,269 ————
OPERATING LOSS		( 7,275)	( 6,179)
Interest receivable and similar income	3	891	581
LOSS ON ORDINARY ACTIVITIES BEFORE TAXATION	4	( 6,384)	( 5,598)
TAX ON LOSS ON ORDINARY ACTIVITIES	5	_	1,593
LOSS FOR THE FINANCIAL PERIOD	9	( 6,384)	( 4,005)

### WEST WALES CHAMBER OF COMMERCE (Company limited by guarantee) BALANCE SHEET – 31 MARCH 2005

	Note	2005 £	2004 £
FIXED ASSETS Tangible fixed assets	6	<u>5,909</u>	7.553
CURRENT ASSETS Stocks Debtors Cash in bank and in hand	7	2,884 17,522 <u>46,878</u>	2,505 12,608 <u>44,207</u>
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		<u>67,284</u>	<u>59,320</u>
Creditors including taxation and Social Security Accruals and deferred income	8	37,857 <u>7,500</u>	27,283 _5,370
		<u>45,357</u>	<u>32,653</u>
NET CURRENT ASSETS		<u>21,927</u>	<u> 26,667</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		27,836 ———	34,220 ——
RESERVES			
Capital reserve Special reserve Profit and loss account	9	17,648 200 <u>9,988</u>	17,648 200 <u>16,372</u>
		27,836 ———	34,220

These accounts have been prepared in accordance with the special provisions of Part V11 of the Companies Act 1985 relating to small companies.

The accounts were approved by the Board of Directors on 19/4 CCNo/20 2005

Signed on behalf of the Board

H P Evans President

### NOTES TO THE ACCOUNTS - YEAR ENDED 31 MARCH 2005

### 1. ACCOUNTING POLICIES

The accounts have been prepared in accordance with statements of standard accounting practice issued by UK accountancy bodies. The particular accounting policies adopted are described below.

### a) Accounting convention:

The accounts have been prepared under the historical cost convention.

### b) Members' subscriptions:

Subscriptions are accounted for on a receivable basis with no adjustment for amounts received in advance.

### c) Tangible fixed assets and depreciation:

The cost of tangible fixed assets is written off using the straight-line method of depreciation at annual rates of 10% and 20%.

### d) Stocks:

Stocks have been valued at the lower of cost and net realisable value.

### e) Operating leases:

Rentals under operating leases are charged to profit and loss account on a straightline basis over the lease term.

### f) Government grants:

Revenue based government grants are credited to profit and loss account when they are approved and become receivable.

### g) Cash flow statement:

No cash flow statement is included in accordance with FRS1 as the company has taken advantage of the exemption given to small companies.

### h) Deferred taxation:

The accounting policy in respect of deferred tax has been changed to reflect the requirements of FRS19-Deferred tax. Deferred tax is provided in full in respect of taxation deferred by timing differences between the treatment of certain items for taxation and accounting purposes. The deferred tax balance has not been discounted

### NOTES TO THE ACCOUNTS - YEAR ENDED 31 MARCH 2005

		Note	2005 £	2004 £
2.	INCOME FROM CHAMBER ACTIVITIES Members' subscriptions Certification fees Members' events Sponsorship and donations Grants Miscellaneous income		55,318 18,237 17,940 2,793 512 13,238	51,604 14,436 18,029 7,000 2,488 9,062
			108,038	102,619
3.	INTEREST RECEIVABLE AND SIMILAR INCO Bank deposit interest	ME	891	581
4.	LOSS ON ORDINARY ACTIVITIES BEFORE TAXATION			
	The loss on ordinary activities before Taxation is arrived at after charging:			
	Property rents Operating lease rentals Audit fees		7,800 1,221 200	7,800 1,888 200

The Directors make no charge for their services.

Treasurer's fees amounted to £ Nil (2004 £150).

### WEST WALES CHAMBER OF COMMERCE (Company limited by guarantee) NOTES TO THE ACCOUNTS – YEAR ENDED 31 MARCH 2005

	HOTES TO THE ACCOUNTS - TEAR ENDED ST MAKCH 2005			
		Note	2005 £	2004 £
5.	TAX ON LOSS ON ORDINARY ACTIVITIES		~	<b>*-</b> -
	Current tax charge (UK Corporation Tax) Deferred tax charge (current period)		<u>-</u>	( 593) ( <u>1,000</u> )
			*************	( 1,593) ———
	Factors affecting the current tax charge for period Loss on ordinary activities before taxation		( <u>6,384</u> )	( <u>5,598</u> )
	Loss on ordinary activities before taxation multiplied by standard rate of UK Corporation Tax of 19% (2004 – 19%)		( <u>1,213</u> )	( <u>1,064</u> )
	Effects of: Depreciation add back Capital allowances Prior period adjustment Tax losses utilised Other tax adjustments		350 ( 141) - 1,004	279 ( 182) ( 593) 967
	Current tax charge		. <del>-</del>	( 593)
6.	TANGIBLE FIXED ASSETS		Furniture and Equipment £ 16,689 198	
	Cost At 1 April 2004 Additions Disposals			
	At 31 March 2005		16	,887

TANGIBLE FIXED ASSETS	Equipment
Cost At 1 April 2004 Additions Disposals	£ 16,689 198
At 31 March 2005	<u>16,887</u>
Depreciation At 1 April 2004 Charges Disposals	9,136 1,842
At 31 March 2005	10,978
Net book value At 31 March 2004	7,553 ————
At 31 March 2005	5,909

### NOTES TO THE ACCOUNTS - YEAR ENDED 31 MARCH 2005

_		2005 £	2004 £
7.	DEBTORS Trade debtors due within one year Prepayments Other debtors	13,241 - 4,281	11,412 912 284
		17,522	12,608
8.	CREDITORS INCLUDING TAXATION AND SOCIAL SECURITY This heading includes: Taxation and Social Security	5,101 ————	3,243
9.	PROFIT AND LOSS ACCOUNT Balances at 1 April 2004 Loss retained for period	16,372 ( 6,384)	20,377 ( 4,005)
	Balance at 31 March 2005	9,988	16,372

### 10. CONTROLLING PARTY

Throughout the period, the Chamber was under the control of the Board of Directors.