# Moores Rowland

# REGISTRAR OF COMPANIES

H BRONNLEY & CO LIMITED

DIRECTORS' REPORT AND ACCOUNTS

YEAR ENDED 31 DECEMBER 1996

Company Number: 46883



### NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of the members of the Company will be held at the registered office of the Company at Radstone Road, Brackley on 28 August 1997 at llam to transact the following business.

- 1. To receive and consider the Directors' Report and Audited Accounts for the year ended 31 December 1996.
- 2. To confirm the Dividends as set out in the Audited Accounts.
- To re-elect Mr F J Sheppard as a Director.
- 4. To elect Mr F J Morris as a Director.
- 5. To resolve that the amount of Directors' fees to be paid to each Director pursuant to Article 94 of the Articles of Association shall be £3,825 per annum as from 1st January 1997.
- 6. To reappoint auditors and authorise the Directors to determine their remuneration.
- 7. To transact any other business which may be properly transacted at an Annual General Meeting of the Company.

By Order of the Board

& J Neate Secretary 0 4 AUG 1997

A member entitled to attend and vote at the above meeting is entitled to appoint a proxy to attend and, on a poll, to vote on his/her behalf. A proxy need not be a member of the Company. Any instrument appointing a proxy, to be valid, must be lodged with the Company Secretary at the registered office not later than forty eight hours before the time fixed for the meeting.

### DIRECTORS' REPORT

The directors submit their report and the accounts for the year ended 31 December 1996.

#### PRINCIPAL ACTIVITIES AND BUSINESS REVIEW

The principal activity of the group during the year continued to be the production and wholesale distribution of quality soap and toiletries.

After difficult trading conditions in the recession, profitability has improved. The directors regard the position of the company at the end of the year as satisfactory.

### STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare accounts that give a true and fair view of the state of affairs of the company and of the group and of the profit or loss of the group for its financial year. In doing so the directors are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts
- 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 that disclose with reasonable accuracy at any time the financial position of the company and the group 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 the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### RESULTS AND DIVIDENDS

The profit of the group for the year after taxation amounted to £235,005 (1995 £30,628).

Dividends have been paid on the preference shares for 1996. The directors recommend that a dividend be declared on the ordinary shares of £20,857  $(5\%)(1995\ £12,514\ (3\%))$ . The remaining profit for the financial year of £212,242  $(1995\ £16,132)$  has been transferred to reserves.



## DIRECTORS' REPORT (continued)

### DIRECTORS AND INTERESTS IN SHARES

The names of the present directors, all of whom served throughout the year, and the number of shares in the company in which they had an interest as defined by the Companies Act 1985 is as follows:

At beginning and end of year

		Beneficia	al Interes	:t		Othe	er Int	erest	
	Ordinary		Prefer	Preference		inary	Pre	Preference	
	Voting	Non Voting	6% B	5%	Voting	Non Voting	6%	в 5%	
Miss A Rossiter * (Chairman)	17,365	141,556	15,797	125					
A R Smith C.A.	<u> </u>	_	100	_					
H G Blank F.C.A.	_	_	_	-					
F J Sheppard * (Managing Directo	500 or)	-	-	-					
* Directors joint	interest	cs			4,181	15,985	4,096	4,625	

On 1 January 1997, Mr F J Morris was appointed Sales Director and Mr S J Neate was appointed Company Secretary replacing Mr F J Sheppard who resigned on 1 January 1997.

### DIRECTORS' INSURANCE

An insurance policy is maintained for the directors of the company to be indemnified in respect of liabilities incurred in the execution of their duties.

## MARKET VALUE OF LAND AND BUILDINGS

The directors are of the opinion that the market value of land and buildings is in excess of the book value, but since there is no intention of selling the property, they do not consider the cost of obtaining a professional valuation is justified.

### ENVIRONMENTAL STATEMENT

The company continually reviews the materials used in the manufacture of its products with particular reference to their environmental impact.

Consequently, we decided to change the board used in packaging production. The new board is manufactured from pulp that is totally chlorine free and therefore has a reduced impact on the environment.



# DIRECTORS' REPORT (continued)

### STAFF

The directors wish to thank the staff for their loyalty and co-operation during the year.

# **AUDITORS**

A resolution will be proposed at the annual general meeting to re-appoint Moores Rowland as auditors to the company for the ensuing year.

On behalf of the board

S J Neate Secretary

0 4 AUG 1997

Radstone Road Brackley Northamptonshire NN13 5AU

### AUDITORS' REPORT TO THE MEMBERS OF

### H BRONNLEY & CO LIMITED

We have audited the accounts on pages 7 to 22.

### Respective responsibilities of directors and auditors

As described in the directors' report the company's directors are responsible for the preparation of accounts. It is our responsibility as auditors 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 group's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations that 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 affairs of the company and the group as at 31 December 1996 and of the profit of the group for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

MOORES ROWLAND

Chartered Accountants Registered Auditors

London

Angust 4+ 1997

# CONSOLIDATED PROFIT AND LOSS ACCOUNT Year ended 31 December 1996

	Note	1996 £	1995 £
TURNOVER	2	6,330,084	6,073,937
Cost of sales		(3,693,069)	(3,505,222)
GROSS PROFIT		2,637,015	2,568,715
Selling and distribution costs		(1,367,121)	(1,493,289)
Administrative expenses		(915,416)	(922,819)
		(2,282,537)	(2,416,108)
		354,478	152,607
Other operating (expenses)/income	3	(59,786)	30,911
		294,692	183,518
Interest payable	4	(46,988)	(56,731)
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	2	247,704	126,787
Tax thereon	6	(12,699)	(96,159)
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION (including parent company £258,709 1995 £40,456)		235,005	30,628
Dividends	7	(22,763)	(14,496)
RETAINED PROFIT FOR THE FINANCIAL YEA	R	212,242	16,132
Retained profits brought forward		838,599	822,467
RETAINED PROFITS CARRIED FORWARD		1,050,841	838,599

As there were no acquisitions or discontinued activities in the year, all disclosures relate only to continuing operations.

The group has no recognised gains or losses other than the profit for the year.

# CONSOLIDATED BALANCE SHEET

As at 31 December 1996

	Note	£	1996 £	£	1995 £
FIXED ASSETS					
Tangible assets	8		1,944,341		2,053,042
CURRENT ASSETS					
Stocks Debtors Cash at bank and in hand	10 11	1,205,345 1,563,849 164,499		1,074,356 1,728,245 139,684	
		2,933,693		2,942,285	
CREDITORS - amounts falling due within one year	12	1,167,605		1,494,316	
NET CURRENT ASSETS			1,766,088		1,447,969
TOTAL ASSETS LESS CURRENT LIABILITIES			3,710,429		3,501,011
CREDITORS - amounts falling due after more than one year	13	107,163		120,498	
Provisions for liabilities and charges	14	196,434		185,923	
			303,597		306,421
TOTAL NET ASSETS			3,406,832		3,194,590
CAPITAL AND RESERVES					
Called up share capital Reserve Profit and loss account	15		450,991 1,905,000 1,050,841		450,991 1,905,000 838,599
Shareholders' funds (including non equity interests)	ng 16		3,406,832		3,194,590

Approved by the board on 0 4 AUG 1997

Ann Rossiter

Miss A Rossiter

Chairman

Moores Rowland

# BALANCE SHEET

As at 31 December 1996

Note	£	1996 £	£	1995 £
8 9		1,941,835		2,050,346 202
		1,942,037		2,050,548
10 11	1,205,345 1,579,314 110,863		1,074,356 1,729,571 28,456	
	2,895,522		2,832,383	
12	1,167,888		1,446,382	
		1,727,634		1,386,001
		3,669,671		3,436,549
13	107,163		120,498	
14	196,434		185,923	
		303,597		306,421
		3,366,074		3,130,128
15		450,991 1,905,000 1,010,083		450,991 1,905,000 774,137
ng 16		3,366,074		3,130,128
	9 10 11 12 13 14	8 9  10 1,205,345 1,579,314 110,863 2,895,522  12 1,167,888  13 107,163  14 196,434	8 1,941,835 202 1,942,037  10 1,205,345 11 1,579,314 110,863 2,895,522  12 1,167,888  1,727,634  3,669,671  13 107,163  14 196,434  303,597  3,366,074  15 450,991 1,905,000 1,010,083	8 1,941,835 202 1,942,037  10 1,205,345 1,729,571 1,729,571 28,456 2,895,522 2,832,383  12 1,167,888 1,727,634 3,669,671  13 107,163 120,498  14 196,434 185,923 303,597 3,366,074  15 450,991 1,905,000 1,010,083

Approved by the board on 74 AUG 1997

Ann Rossiter:

Miss A Rossiter

Chairman

Moores Pemiser

CONSOLI	DA	T	D	CASH	FLOW	STATEMENT
	4	_	~ -		_	

Year ended 31 December 1996			
	Note	1996 £	1995 £
NET CASH INFLOW FROM OPERATING ACTIVITIES	17	491,612	115,958
RETURNS ON INVESTMENTS AND SERVICING OF FINANCE			
Interest received Interest paid Dividends paid NET CASH (OUTFLOW) FROM RETURNS O	NA	402 (46,988) (14,420)	1,511 (56,731) (1,982)
INVESTMENTS AND SERVICING OF FINA		(61,006)	(57,202)
TAXATION  UK tax (paid)/refunded  Overseas tax refunded		(75,102) 12	1,302 (106)
TAX (PAID)/REFUNDED		(75,090)	1,196
INVESTING ACTIVITIES  Payments to acquire tangible fixed assets  Receipts from sale of tangible fixed assets		(25,228)	(80,390) 5,570
NET CASH (OUTFLOW) FROM INVESTING ACTIVITIES		(23,178)	(74,820)
NET CASH INFLOW/(OUTFLOW) BEFORE	FINANCING	332,338	(14,868)
NET CASH (OUTFLOW)/INFLOW FROM FI Capital element of hire purchase		(16,234)	17,689
INCREASE IN CASH AND CASH EQUIVAL	LENTS	316,104	2,821
			<del></del>

#### NOTES TO THE ACCOUNTS

#### 1. ACCOUNTING POLICIES

### Accounting convention

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards.

### Basis of consolidation

The group accounts consolidate the accounts of the parent company and the accounts of its subsidiary undertakings made up to 31 December 1996. No profit and loss account is presented for the parent company as permitted by Section 230 of the Companies Act 1985.

#### Turnover

Group turnover comprises amounts invoiced, excluding value added tax, in respect of goods and services provided by the companies.

### Depreciation of tangible fixed assets

Depreciation is provided on all tangible fixed assets other than freehold land so as to write them off over their anticipated useful lives at the following annual rates and methods:

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Freehold buildings - 2%-5% straight line
Plant and machinery: - plant and fixtures - 10% straight line
- computers and vehicles - 20% straight line
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#### Stocks

Stocks are valued at the lower of cost, including appropriate overhead expenses, and estimated net realisable value.

## Lease and hire purchase contracts

Rentals under operating leases are charged to the profit and loss account as incurred.

Assets being acquired under finance leases and hire purchase contracts are capitalised in the balance sheet and are depreciated on the same basis as tangible fixed assets. The obligation to make future rental payments, net of future finance charges, is recognised as a liability in the balance sheet.

### Foreign currencies

In the accounts of the individual companies, assets and liabilities expressed in foreign currencies are translated at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated at the rate ruling at the date of the transaction and ensuing differences are taken to profit and loss account.

The difference arising on restatement of the accumulated losses of foreign subsidiary undertakings is also taken to profit and loss account because the losses have been financed by the holding company.



### NOTES TO THE ACCOUNTS (continued)

### 1. ACCOUNTING POLICIES (continued)

### Deferred taxation

Deferred taxation is calculated using the liability method and provision is made to the extent that it is likely that such tax will become payable in the foreseeable future.

### Pension costs

Contributions to the defined benefit pension scheme are charged to the profit and loss account on a systematic and rational basis so as to spread the cost of providing pensions over the employees' working lives within the group.

# 2. TURNOVER AND PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION

Turnover by geographical area	1996 £	1995 £
United Kingdom Rest of Europe North and South America Africa, Asia and Australia	1,190,671	3,771,304 1,117,096 430,523 755,014
	6,330,084	6,073,937
Profit on ordinary activities before		
taxation is stated after charging:	1996 £	1995 £
Depreciation of fixed assets Auditors' remuneration	133,048	131,741
Audit fee (parent company)	23,750	24,250
Non-audit services	11,375	
Hire of equipment	73,872	
Rent of property	7,958	
Directors' emoluments	151,799	147,428

Depreciation of fixed assets includes £5,310 (1995 £3,337) in respect of assets acquired under hire purchase contracts.



# NOTES TO THE ACCOUNTS (continued)

3.	OTHER OPERATING (EXPENSES)/ INCOME		
		1996 £	1995 £
	(Loss)/gain on exchange	(61,756)	25,083
	Bank interest receivable Profit on disposal of fixed assets	402 1,568	1,511 4,317
	•		
		(59,786) ———	30,911
4.	INTEREST PAYABLE		
		1996 £	1995 £
	On bank and other borrowings:	_	_
	Repayable within five years	44,524	51,786
	On hire purchase contracts	2,464	4,945
		46,988 <del></del>	56,731 =====
5.	DIRECTORS AND OTHER EMPLOYEES		
	Staff costs include:		
		1996 £	1995 £
	Wages and salaries	1,973,480	1,914,203
	Social security costs Other pension costs	174,570 80,482	182,969 83,480
	Cener pension coses		
		2,228,532	2,180,652
	Average number of persons employed by the group:		
	0	1996	1995
		Number	Number
	Production Selling and distribution	75 32	74 34
	Administration	26	26
		133	134
		<del></del>	===
	Emoluments of the directors:	£	£
•	For services as executives For services as directors	136,959 14,840	133,088 14,340
		151,799	147,428
		<del></del>	<del></del>

# NOTES TO THE ACCOUNTS (continued)

5.	DIRECTORS	AND	OTHER	<b>EMPLOYEES</b>	(continued)
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	1996 £	1995 £
Emoluments, excluding pension contributions:		
Chairman	55,055	53,413
Highest paid director	61,234	60,333

The individual emoluments, excluding pension contributions, of the directors who served during the year fell into the following brackets:

	Number	Number
£10,001 - £15,000	1	1
£15,001 - £20,000	1	1
£50,001 - £55,000	_	1
£55,001 - £60,000	1	_
£60,001 - £65,000	1	1
		===

# 6. TAXATION

	1996	1995
	£	£
Based on the profit for the year:		
UK Corporation tax at 24.25% (1995 33%)	1,430	72,405
Overseas taxation	676	-
Transfer to deferred taxation at 33% (1995 33%)	10,511	23,671
UK Corporation tax under provided in prior years	82	83
	12,699	96,159
	<del></del>	

The tax charge for the year is comparatively low due to non-taxable foreign exchange profits arising on consolidation.

# 7. DIVIDENDS

	1996 £	1995 £
5% Preference shares 6% 'B' Preference shares Ordinary shares - proposed dividend of 5% (1995 3%)	250 1,656 20,857	250 1,732 12,514
	22,763	14,496

# NOTES TO THE ACCOUNTS (continued)

# 8. TANGIBLE FIXED ASSETS

	Freehold		
	land and	Plant and	
Group	buildings	machinery	Total
_	£	£	£
Cost			
At 1 January 1996	2,042,914	944,384	2,987,298
Additions	2,042,914		
	<del>-</del>	25,228	25,228
Disposals	<del>-</del>	(30,493)	(30,493)
Exchange adjustment	_	(399)	(399)
At 31 December 1996	2,042,914	938,720	2,981,634
No 31 December 1990	2,042,714		2,961,034
Depreciation	0.60 0.50	571 00/	00/ 0=/
At 1 January 1996	363,252	571,004	934,256
Charge for year	50,921	82,127	133,048
Disposals	_	(30,011)	(30,011)
At 31 December 1996	414,173	623,120	1,037,293
At 31 December 1990	<del></del>	023,120	1,037,293
Net Book Value	1 (00 7/1	215 (00	1 0// 0/1
At 31 December 1996	1,628,741	315,600	1,944,341
At 31 December 1995	1,679,662	373,380	2,053,042
	Freehold		
	land and	Plant and	
	land and		_
Parent Company	buildings	machinery	Total
Parent Company			$\begin{array}{c} \mathtt{Total} \\ \mathtt{f} \end{array}$
Parent Company Cost	buildings	machinery	_
Cost	buildings £	machinery £	£
Cost At 1 January 1996	buildings	machinery f 925,925	£ 2,968,839
Cost At 1 January 1996 Additions	buildings £	machinery f 925,925 22,580	£ 2,968,839 22,580
Cost At 1 January 1996	buildings £	machinery f 925,925	£ 2,968,839
Cost At 1 January 1996 Additions	buildings £	machinery f 925,925 22,580	£ 2,968,839 22,580
Cost At 1 January 1996 Additions Disposals	buildings f 2,042,914 - -	925,925 22,580 (29,544)	£ 2,968,839 22,580 (29,544)
Cost At 1 January 1996 Additions Disposals At 31 December 1996	buildings f 2,042,914 - -	925,925 22,580 (29,544)	£ 2,968,839 22,580 (29,544)
Cost At 1 January 1996 Additions Disposals At 31 December 1996 Depreciation	buildings f 2,042,914 - - 2,042,914	925,925 22,580 (29,544) 918,961	£ 2,968,839 22,580 (29,544) 2,961,875
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996	buildings f 2,042,914 - - 2,042,914 363,252	925,925 22,580 (29,544) ———————————————————————————————————	£ 2,968,839 22,580 (29,544) 2,961,875 918,493
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996 Charge for year	buildings f 2,042,914 - - 2,042,914	925,925 22,580 (29,544) ———————————————————————————————————	£ 2,968,839 22,580 (29,544) 2,961,875 918,493 130,609
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996	buildings f 2,042,914 - - 2,042,914 363,252	925,925 22,580 (29,544) ———————————————————————————————————	£ 2,968,839 22,580 (29,544) 2,961,875
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996 Charge for year Disposals	buildings f 2,042,914 - - 2,042,914 - 363,252 50,921	925,925 22,580 (29,544) ———————————————————————————————————	£ 2,968,839 22,580 (29,544) 2,961,875 918,493 130,609 (29,062)
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996 Charge for year	buildings f 2,042,914 - - 2,042,914 363,252	925,925 22,580 (29,544) ———————————————————————————————————	£ 2,968,839 22,580 (29,544) 2,961,875 918,493 130,609
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996 Charge for year Disposals  At 31 December 1996	buildings f 2,042,914 - - 2,042,914 - 363,252 50,921	925,925 22,580 (29,544) ———————————————————————————————————	£ 2,968,839 22,580 (29,544) 2,961,875 918,493 130,609 (29,062)
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996 Charge for year Disposals At 31 December 1996  Net Book Value	buildings f 2,042,914 - 2,042,914 - 363,252 50,921 - 414,173	925,925 22,580 (29,544) 918,961 555,241 79,688 (29,062) 605,867	£ 2,968,839 22,580 (29,544) 2,961,875  918,493 130,609 (29,062) 1,020,040
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996 Charge for year Disposals  At 31 December 1996	buildings f 2,042,914 - - 2,042,914 - 363,252 50,921	925,925 22,580 (29,544) ———————————————————————————————————	£ 2,968,839 22,580 (29,544) 2,961,875 918,493 130,609 (29,062)
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996 Charge for year Disposals At 31 December 1996  Net Book Value At 31 December 1996	buildings f  2,042,914  2,042,914  363,252 50,921 414,173  1,628,741	925,925 22,580 (29,544) 918,961 555,241 79,688 (29,062) 605,867	£ 2,968,839 22,580 (29,544) 2,961,875  918,493 130,609 (29,062) 1,020,040  1,941,835
Cost At 1 January 1996 Additions Disposals At 31 December 1996  Depreciation At 1 January 1996 Charge for year Disposals At 31 December 1996  Net Book Value	buildings f 2,042,914 - 2,042,914 - 363,252 50,921 - 414,173	925,925 22,580 (29,544) 918,961 555,241 79,688 (29,062) 605,867	£ 2,968,839 22,580 (29,544) 2,961,875  918,493 130,609 (29,062) 1,020,040

# NOTES TO THE ACCOUNTS (continued)

# 8. TANGIBLE FIXED ASSETS (continued)

Included in the net book values of plant and machinery are the following amounts in respect of assets being acquired under hire purchase contracts.

	Parent Company £
Net book value at 31 December 1996	43,590 ———
Net book value at 31 December 1995	48,900 

# 9. FIXED ASSET INVESTMENTS

# Subsidiary undertakings

Shares at cost:	1996 £
At 1 January 1996 and 31 December 1996	6,503
Less provision for diminution in value	6,301
Net book value at 31 December 1996 and 31 December 1995	202

The group has the following wholly owned subsidiary undertakings:

	incorporation
H Bronnley (Africa) (Proprietary) Limited	South Africa
Bronnley of London Inc - USA	USA
Bronnley of France SARL	France
Bronnley of London Inc *	USA
Bronnley of London Limited *	Great Britain
A R Sales Limited *	Great Britain

<sup>\*</sup> These companies have not traded in the year.

Group and

Country of

# NOTES TO THE ACCOUNTS (continued)

# 10. STOCKS

	1996 £	Group 1995 £	Parent 1996 £	t Company 1995 £
Raw materials and consumables Work in progress Finished goods	477,791 297,797 429,757	406,411 323,348 344,597	477,791 297,797 429,757	406,411 323,348 344,597
	1,205,345	1,074,356	1,205,345	1,074,356

# 11. DEBTORS

	1996	Group 1995	1996	t Company 1995
	£	£	£	£
Trade Owed by subsidiary undertakings	1,427,693	1,593,213	1,407,664	1,532,106
less provisions	_	_	59,384	91,688
Other	56,659	59,634	44,207	46,610
Prepayments and accrued income	71,857	74,397	60,419	58,204
Taxation recoverable	7,640	1,001	7,640	963
	1,563,849	1,728,245	1,579,314	1,729,571

Taxation recoverable includes Advance Corporation Tax of  ${\tt £5,214}$  recoverable in more than one year.

# 12. CREDITORS - amounts falling

due within one year	Group		Parent	Parent Company	
	1996	1995	1996	1995	
	£	£	£	£	
Bank loans and overdraft (secured on property)	208,974	500,263	208,654	496,359	
Pension fund loan	100,000	100,000	100,000	100,000	
Trade	526,539	486,558	504,167	446,994	
Owed to subsidiary undertakings	_	<u> </u>	55,194	55,194	
Hire purchase obligations	13,335	16,234	13,335	16,234	
Taxation and social security	131,155	154,290	104,554	107,029	
Other	26,329	15,401	22,666	10,200	
Proposed dividend	20,857	12,514	20,857	12,514	
Accruals and deferred income	134,302	137,174	132,997	129,976	
Corporation tax	6,114	71,882	5,464	71,882	
	1,167,605	1,494,316	1,167,888	1,446,382	
			<del></del>		

Hire purchase liabilities are secured by charges over the assets purchased.



### NOTES TO THE ACCOUNTS (continued)

# 13. CREDITORS - amounts falling due after more than one year

	G	roup	Parent	Company
	1996 £	1995 £	1996 £	1995 £
Bank loan * (secured on property & due in	100,000	100,000	100,000	100,000
Hire purchase obligations	7,163	20,498	7,163	20,498
	107,163	120,498	107,163	120,498

<sup>\*</sup> Interest payable at 1.5% above bank base rate.

Hire purchase liabilities are secured by charges over the assets purchased.

# 14. PROVISIONS FOR LIABILITIES AND CHARGES

		Group	Parer	nt company
	1996	1995	1996	1995
	£	£	£	£
Deferred taxation:				
Balance at 1 January 1996	185,923	162,252	185,923	162,252
Transfer from profit and loss				
loss account	10,511	23,671	10,511	23,671
Balance at 31 December 1996	196,434	185,923	196,434	185,923
		·		
The deferred taxation provision comp	ricae:			
The deferred caxacton provision comp	TISCS.			
Accelerated capital allowances	182,112	172,525	182,112	172,525
Other short term timing differences	14,322	13,398	14,322	13,398
	196,434	185,923	196,434	185,923

There is a potential deferred taxation liability, estimated at £80,543 (1995 £89,803) after rebasing at 1982 values where appropriate and indexation allowance, not provided in the accounts, in respect of the capital gain on the sale of property rolled over onto new capital expenditure.



# NOTES TO THE ACCOUNTS (continued)

# 15. CALLED UP SHARE CAPITAL

1996 and 1995

		Allotted
		and
		Fully
	Authorised	paid
	£	£
5% Preference shares of fl each	5,000	5,000
6% 'B' Preference shares of fl each	68,000	28,859
Ordinary shares of fl each	47,000	34,761
Ordinary non voting shares of £1 each	400,000	382,371
	520,000	450,991

All the shares have voting rights except the non-voting shares. The 5% Preference shares confer a right to priority in the return of capital and dividends over all other shares. The 6% 'B' Preference shares confer a right to priority in the return of capital and dividends over voting and non-voting Ordinary shares.

#### 16 RECONCILIATION OF MOVEMENT IN SHAREHOLDERS' FUNDS

	Group		Company	
	1996	1995	1996	1995
	£	£	£	£
Profit for the year	235,005	30,628	258,709	40,456
Dividends	22,763	14,496	22,763	14,496
Net addition to				
shareholders' funds	212,242	16,132	235,946	25,960
Opening shareholders' funds	3,194,590	3,178,458	3,130,128	3,104,168
	3,406,832	3,194,590	3,366,074	3,130,128
Comprising:				
Equity interests	3,372,973	3,160,731	3,332,215	3,096,269
Non equity interests	33,859	33,859	33,859	33,859
	3,406,832	3,194,590	3,366,074	3,130,128

# NOTES TO THE ACCOUNTS (continued)

<b>17</b> .	RECO	NCIL	I NOITA	OF OPI	ERATING	PRO	FIT TO	
	NET	CASH	INFLOW	FROM	OPERATI	NG	ACTIVITIES	

	1996	1995
	£	£
Operating profit	354,478	152,607
Depreciation charges	133,048	131,741
Exchange adjustment	(61,357)	24,585
Increase in stocks	(130,989)	(40,685)
Decrease/(increase) in debtors	171,530	(171,919)
Increase in creditors	24,902	19,629
NET CASH INFLOW	<del></del>	
FROM OPERATING ACTIVITIES	491,612	115,958
	<del></del>	

# 18 ANALYSIS OF CHANGES IN CASH AND CASH EQUIVALENTS DURING THE YEAR

	1996 £	1995 £
Balance at 1 January 1996	(360,579)	(363,400)
Net cash inflow	316,104	2,821
Balance at 31 December 1996	(44,475)	(360,579)

# 19. ANALYSIS OF THE BALANCES OF CASH AND CASH EQUIVALENTS AS SHOWN IN THE BALANCE SHEET

	1996	1995	in year
	£	£	£
Cash at bank and in hand		139,684	24,815
Bank overdrafts		(500,263)	291,289
	(44,475)	(360,579)	316,104

### NOTES TO THE ACCOUNTS (continued)

### 20. OPERATING LEASE COMMITMENTS

Annual amounts not provided:

Group	Property leases			Plant and equipment	
	1996 £	1995 £	1996 £	1995 £	
Expiring within:					
1 year 2 - 5 years Over 5 years	7,958 7,958	9,257	36,658 25,980 - 62,638	17,750 44,711 - 62,461	
Parent Company					
Expiring within:					
1 year 2 - 5 years Over 5 years	- - - - -	 -  	28,797 25,980 - 54,777	17,750 37,340  55,090	

### 21. PENSIONS

The company operates a defined benefit pension scheme, the assets of which are held in a separate trustee administered fund. This is a funded scheme.

The pension cost is assessed triennially by a professionally qualified actuary using the 'Attained Age' method of valuation. The principle assumptions used for the most recent valuation at 1 December 1994 were that the average investment return would be 9% per annum, that salary increases would average 7% per annum (previously 7.5% per annum) and that present and future pensions would increase at 3% pre annum.

The valuation showed that the market value of the scheme's assets was £2,364,830 which represented 101% of the benefits that had accrued to members, allowing for future salary increases to retirement.

The pension cost for the period amounted to £72,700 (1995 £74,000) after allowing for interest on the prepayment. The excess of contributions paid over pensions cost has increased the prepayment in the accounts to £43,400 (1995 £40,600).



# NOTES TO THE ACCOUNTS (continued)

# 22. CONTROLLING PARTY

Miss Ann Rossiter is the controlling party of the company.