# P.J. HARVEY AND COMPANY LIMITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 1998

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# OFFICERS AND FINANCIAL ADVISORS

DIRECTORS P.J. Harvey

I.C. Parker M.J. Harvey P.G. Harvey

SECRETARY P.J. Harvey

REGISTERED OFFICE 8 Abbotsbury Road

Morden Surrey SM4 5LQ

ACCOUNTANTS Windsor Stebbing Marsh

Pinnacle House

4th Floor

17 - 25 Hartfield Road

London SW19 3SE

BANKERS TSB BANK PLC

London Road

Morden Surrey

COMPANY NUMBER 00635089

DIRECTORS' REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 1998

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

#### PRINCIPAL ACTIVITIES

The principal activity of the company during the year was that of ironmongers and locksmiths.

## DIRECTORS AND THEIR INTERESTS

The directors who served during the year and their interests in the company were as stated below.

	Class of share	Number of 1998	shares 1997
P.J. Harvey	Ordinary shares	_	_
I.C. Parker	Ordinary shares	350	350
M.J. Harvey	Ordinary shares	175	175
	'A' Ordinary shares	10	10
P.G. Harvey	Ordinary shares	175	175
	'A' Ordinary shares	10	10

#### SMALL COMPANY EXEMPTION

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

This report was approved by the Board on 14th June 1999

I.C. Parker Director

#### ACCOUNTANT'S REPORT TO THE MEMBERS

We have prepared, on the basis of the information contained in the company's accounting records and provided by the company's directors, and without carrying out an audit or examination, the accounts for the year ended 30 September 1998 set out on pages 4 to 10. The accounts have been prepared in accordance with the applicable requirements of the Companies Act 1985.

As described on page 5 the company's directors are responsible for the preparation of the accounts, and they believe that the company is exempt from an audit.

We have not conducted an audit on the accounts in accordance with Auditing Standards or an examination in accordance with with the appropriate standards for reporting accountants issued by the Accounting Practices Board and accordingly we express no opinion thereon.

Our work does not provide any assurance that the accounting records and the accounts are free from material misstatement.

Windsor Stebbing Marsh

LEON pridered rosbird

Chartered Accountants Reporting Accountant Date: 14th Jun 1999.

Pinnacle House 4th Floor 17 - 25 Hartfield Road London SW19 3SE

P.J. HARVEY AND COMPANY LIMITED

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30 SEPTEMBER 1998

	Notes	1998 £	1997 f
TURNOVER		260,153	244,894
COST OF SALES		(104,672)	(101,225)
GROSS PROFIT		155,481	143,669
Administrative expenses		(126,707)	(120,939)
OPERATING PROFIT		28,774	22,730
Other interest receivable and similar income Interest payable and similar charges	5	254 (1,433)	105 (1,675)
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		27,595	21,160
Tax on profit on ordinary activities		(7,204)	(2,611)
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION		20,391	18,549
Dividends		(15,000)	-
RETAINED PROFIT FOR THE YEAR	14	£ 5,391	£ 18,549

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

#### BALANCE SHEET AS AT 30 SEPTEMBER 1998

	1998			1997			
	Notes	£	£	£	£		
FIXED ASSETS Tangible assets	8		30,719		45,460		
CURRENT ASSETS Stocks Debtors Cash at bank and in hand	9 <b>10</b>	30,469 37,537 8,383		28,159 28,714 5,067			
	_	76,389	•	61,940			
CREDITORS: amounts falling due within one year	11	(35,849)		(34,637)			
NET CURRENT ASSETS	_		40,540		27,303		
TOTAL ASSETS LESS CURRENT LIABILITIES		_	71,259		72,763		
CREDITORS: amounts falling after more than one year	12		(2,621)		(9,516)		
		£	68,638	£	63,247		
CAPITAL AND RESERVES Called up share capital Profit and loss account	13 14	=	720 67,918		720 62,528		
SHAREHOLDERS' FUNDS (EQUITY INTERESTS)	15	£	68,638	£	63,248		

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 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.

The financial statements have been prepared in connection with Part VII of the Companies Act 1985.

The financial statements were approved by the board on In June 1999

I.C. Parker

Director

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 1998

# 1. ACCOUNTING POLICIES

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention and include the results of the company's operations as indicated in the directors' report, all of which are continuing.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small company.

#### 1.2 Tumover

Turnover represents amounts receivable for goods and services provided, stated net of value added tax and trade discounts, during the year .

# 1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold properties - Straight line over the life of the lease
Plant & equipment - 15% per annum on a straight line basis
Motor vehicles - 25% per annum on a straight line basis

# 1.4 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

#### 1.5 Stock

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

#### 1.6 Pensions

The pension costs charged in the financial statements represent the contributions payable by the company during the year in accordance with SSAP 24.

#### 2. TURNOVER

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the U.K.

### NOIES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 1998 - Continued

3.	OPERATING PROFIT  Operating profit is stated after charging:		1998 £	1997 £
	Depreciation of tangible assets	,	14,741	9,752
4.	DIRECTORS' EMOLUMENTS		1998 £	1997 £
	Emoluments for qualifying services Company pension contributions to money		50,365	54,681
	purchase schemes		2,432	3,567
		Í	52,797 £	58,248

# 5. PENSION COSTS

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 by the company to the fund amounted to £2,432 (1997 £3,567).

	to the fund amounted to £2,432 (1997 £3,567).			
6.	OTHER INTEREST RECEIVABLE AND SIMILAR INCOME		1998 £	<u>1997</u> £
	Bank interest received .	=	254 ====================================	105
7.	INIEREST PAYABLE		1998 £	<u>1997</u> £
	Hire purchase interest		1,433	1,675
		£	1,433 £	1,675

TANGIBLE ASSETS

8.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 1998 - Continued

		buildings			,	vehicles		iocar
		£	•	£		£		£
	Cost							
	At 1 October 1997 &							
	at 30 September 1998	4,372	_	3,524		66,804	_	74,700
	Depreciation							
	At 1 October 1997	4,372		3,493		21,375		29,240
	Charge for year	_		43		14,698		14,741
	At 30 September 1998	4,372		3,536		36,073		43,981
	Net book values							
	At 30 September 1998	£ -	£	12	£	30,731	£	30,719
		^	=	2.7	-	45.400	=	45.460
	At 30 September 1997	£ -	£	31	£	45,429	£	45,460
	Motor vehicles		N =	et book value f 13,422	De	charge £ 6,044	iœ	ı
9.	STOCKS .					1998 £		<u>1997</u> £
	Finished goods and goods for	resale			=	30,469	=	28,159
10.	DEBTORS					1998 £		1997 £
	Trade debtors					33,080		24,847
	Prepayments and accrued incom	е				4,457		3,867

Land and Plant & Motor

Total

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 1998 - Continued

1.	CREDITIORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		<u>1998</u> £	1997 £
	Net obligations under finance lease		< 0.05	0 555
	and hire purchase contracts		6,895	9,775
	Trade creditors Corporation tax		5,599 4,068	5,936 2,812
	Other taxes and social security costs		12,968	10,988
	Other creditors		3,264	2,348
	Accruals and deferred income		3,055	2,778
		£	35,849£	34,63
2.	CREDITIORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR		1998 £	1997 £
	Net obligations under finance leases and hire purchase contracts			
	Repayable within one year		6,895	9,77
	Repayable between one and five years		2,621	9,51
		_	9,516	19,29
	Included in current liabilities	_	(6,895) 	(9,775
		£	2,621 £	9,516
.3.	SHARE CAPITAL		1.998 £	1997
			£	1997 £
	Authorised 700 Ordinary shares of £1 each		700	700
	300 'A' Ordinary shares of £1 each		300	300
		£	1,000 £	1,000
		=		
	Allotted, called up and fully paid		700	70
	700 Ordinary shares of £1 each			·=
	20 'A' Ordinary shares of £1 each		20	2

# NOIES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 1998 - Continued

14.	PROFIT AND LOSS ACCOUNT	1998 £	1997 £
	Retained profits at 1 October 1997 Retained profit for the year	62,527 5,391	43,979 18,549
	Retained profits at 30 September 1998	67,918 £	62,528
15.	RECONCILIATION OF MOVEMENTS IN SHAREHOLDERS' FUNDS	<u>1998</u> £	<u>1997</u> £
	Profit for the year Dividends	20,391 (15,000)	18,549
	DTA TOGITOR	· ·	
	Net addition to shareholders' funds Opening shareholders' funds	5,391 63,248	18,549 44,699