# CAPITAL VALUE BROKERS LIMITED DIRECTORS' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2002

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## **COMPANY INFORMATION**

**Directors** C V Bishop

M R Bishop
C J Atty
M P Drew
L Durden
T G Hails
B W J Manning
R J Mackie

A W Clements CBE

N Dee (Appointed 9 April 2001)

A W W Munro J Wigglesworth C Hodson CBE

Secretary C V Bishop

Company number 01528236

Registered office 17 Dufferin Street

London Great Britain EC1Y 8PE

Auditors F W Stephens & Co

10 Charterhouse Square

London EC1M 6LQ

Bankers National Westminster Bank plc

1 Finsbury Square

London EC2A 1AA

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# DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2002

The directors present their report and financial statements for the year ended 31 March 2002.

## Principal activities

The principal activity of the company is the broking of and consulting on leases.

#### Directors

The following directors have held office since 1 April 2001:

C V Bishop

M R Bishop

C J Atty

M P Drew

L Durden

T G Hails

K A Webster (Resigned 2 July 2001)

B W J Manning

R J Mackie

P H Smith (Resigned 23 October 2001)

A W Clements CBE

N Dee (Appointed 9 April 2001)

AWW Munro

J Wigglesworth

C Hodson CBE

C Timms (Resigned 30 August 2001)

#### **Directors' interests**

The directors' interests in the shares of the company were as stated below:

	Ordinary of £ 1 each	
	31 March 2002	1 April 2001
C V Bishop	1	1
M R Bishop	1	1
C J Atty	-	-
M P Drew	-	-
L Durden	-	-
T G Hails	-	-
B W J Manning	-	-
R J Mackie	-	-
A W Clements CBE	-	-
N Dee	-	-
A W W Munro	-	-
J Wigglesworth	-	-
C Hodson CBE	-	<u></u>

# **DIRECTORS' REPORT (CONTINUED)** FOR THE YEAR ENDED 31 MARCH 2002

Charitable donations	2002 £	2001 £
During the year the company made the following payments: Charitable donations	1,450	75

#### **Auditors**

In accordance with section 385 of the Companies Act 1985, a resolution proposing that F W Stephens & Co be reappointed as auditors of the company will be put to the Annual General Meeting.

## 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.

On behalf of the board

C V Bishop
Director **Director** 

# INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF CAPITAL VALUE BROKERS LIMITED

We have audited the financial statements on pages 4 to 8 which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000), under the historical cost convention and the accounting policies set out on page 6.

#### Respective responsibilities of the directors and auditors

As described in the statement of directors' responsibilities on page 2 the company's directors are responsible for the preparation of the 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 directors' report 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 directors' report 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.

#### **Opinion**

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2002 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

F W Stephens & Co

What.

Chartered Accountants
Registered Auditor

10 Charterhouse Square

28/8/02

London EC1M 6LQ

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2002

	Notes	2002 £	2001 £
Turnover		1,909,450	1,296,104
Administrative expenses Other operating income		(876,358) 25,387	(802,350) 15,766
Operating profit	2	1,058,479	509,520
Other interest receivable and similar income Interest payable and similar charges		420,645 (6)	564,286 (712)
Profit on ordinary activities before taxation		1,479,118	1,073,094
Tax on profit on ordinary activities	3	(451,585)	(316,931)
Profit on ordinary activities after taxation		1,027,533	756,163
Dividends		(120,000)	-
Retained profit for the year	8	907,533	756,163

# BALANCE SHEET AS AT 31 MARCH 2002

		20	002	20	001
	Notes	£	£	£	£
Fixed assets					
Tangible assets	4		9,209		16,125
Current assets					
Debtors	5	459,902		183,590	
Cash at bank and in hand		9,656,070		8,914,886	
		10,115,972		9,098,476	
Creditors: amounts falling due within					
one year	6	(674,042)		(570,995)	
Net current assets			9,441,930		8,527,481
Total assets less current liabilities			9,451,139		8,543,606
Capital and reserves					
Called up share capital	7		2		2
Profit and loss account	8		9,451,137		8,543,604
Shareholders' funds			9,451,139		8,543,606

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective March 2000).

The financial statements were approved by the Board on 20.8.2002

C V Bishop

Director

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2002

#### 1 Accounting policies

## 1.1 Accounting convention

Plant and machinery

Prior years

U.K. corporation tax

Fixtures, fittings & equipment

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000).

## 1.2 Turnover

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

## 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:

25% on cost

25% on cost

2	Operating profit	2002 £	2001 £
	Operating profit is stated after charging:		
	Depreciation of tangible assets	6,995	7,981
	Auditors' remuneration	1,900	1,575
	Directors' emoluments	376,050	446,128
		<del></del>	
3	Taxation	2002	2001
		£	£
	U.K. current year taxation		
	U.K. corporation tax at 30% (2001 - 30%)	452,000	317,000

(415)

451,585

(69)

316,931

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2002

4	Tangible fixed assets		Plant and machinery etc £
	Cost		~
	At 1 April 2001		53,553
	Additions		80
	At 31 March 2002		53,633
	Depreciation		<del></del>
	At 1 April 2001		37,429
	Charge for the year		6,995
	At 31 March 2002		44,424
	Net book value		
	At 31 March 2002		9,209
	At 31 March 2001		16,125
5	Debtors	2002 £	2001 £
		~	~
	Trade debtors	457,889	145,597
	Other debtors	2,013	37,993
		<u>459,902</u>	183,590
6	Creditors: amounts falling due within one year	2002 £	2001 £
		ž.	L
	Trade creditors	9,538	2,011
	Taxation and social security	598,241	363,789
	Other creditors	66,263	205,195
		674,042	570,995

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2002

7	Share capital	2002 £	2001 £
	Authorised	- <u>-</u>	
	2 Ordinary of £ 1 each	2	2
		-	
	Allotted, called up and fully paid		
	2 Ordinary of £ 1 each	2	2
		<del></del>	
8	Statement of movements on profit and loss account		
			Profit and
			loss
			account £
			τ.
	Balance at 1 April 2001		8,543,604
	Retained profit for the year		907,533
	Balance at 31 March 2002		9,451,137

## 9 Control

The company is under the control of Mr and Mrs C V Bishop who own 100% of the share capital.

## 10 Related party transactions

Included within "Creditors: amounts falling due within one year" is a Director's Current Account with CV Bishop, amounting to £63,238 (2000: £111,562) at the year end.