

Registered no. 1616754

**CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY  
LIMITED**

**(LIMITED BY GUARANTEE)**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2002**



**AUDIT ASSURE  
NEW EXCHANGE BUILDINGS  
QUEENS SQUARE  
MIDDLESBROUGH  
TS2 1AA**

# **CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED**

<b>CONTENTS</b>	<b>PAGE</b>
Officers and advisers	1
Directors' report	2
Auditors' report	4
Profit and loss account	6
Balance sheet	7
Notes to the accounts	8

# **CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED**

## **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2002 OFFICERS AND PROFESSIONAL ADVISERS**

**DIRECTORS:** Cllr R Cook  
Cllr W J Coward  
Cllr G R Dunning  
Mr D Fixter  
Mr G M Hayter  
Cllr J Jones  
Cllr P E Porley  
Cllr K Pudney  
Cllr K Sainsbury (Resigned 28/05/01)  
Cllr A P Ward (Resigned 28/05/01)  
Cllr M Boddy (Appointed 28/05/01)

**SECRETARY:** Mr R G Long

**REGISTERED OFFICE:** Legal Services Unit  
PO Box 99A  
Town Hall  
Middlesbrough  
TS1 2QQ

**REGISTERED NUMBER:** 1616754

**ACCOUNTANTS:** Vantis Walkers  
New Exchange Buildings  
Queens Square  
Middlesbrough  
TS2 1AA

**AUDITORS:** Audit Assure  
New Exchange Buildings  
Queens Square  
Middlesbrough  
TS2 1AA

**BANKERS:** Natwest Bank  
106 Linthorpe Road  
Middlesbrough  
TS1 2JX

# **CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED**

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

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

### **Principal Activity**

The company offers training and technology support services in the areas of Computer Aided Engineering (CAE), Computer Aided Draughting (CAD), Information Technology (IT) and Networking.

During the period, the company continued in its role of improving the competitiveness of small to medium sized businesses in Tees Valley and the Northern Region, in the provision of technology assistance through regional projects supported by the European Regional Development Fund (ERDF). During the year the company was successful in securing national funding from the PHOENIX fund to carry out support activities in areas of multiple deprivation within Tees Valley.

The company also continued its activities in the GENERIC programme, funded regionally through the Single Regeneration Budget. The GENERIC programme aims to generate and embed an innovation culture in the North East by improving the receptivity of its institutions, industry and individuals to innovation and technology based change.

### **Results**

The results for the year are set out in the profit and loss account on page 6. In accordance with the company's accounting policy, funding income is not recognised until claims have been submitted and approved.

Circumstances outside the company's control have resulted in delays in receiving approval of funding, so consequently a substantial deficit for the year was incurred.

### **Directors**

The directors who held office during the year are listed below:

Cllr R Cook  
Cllr W J Coward  
Cllr G R Dunning  
Mr D Fixter  
Mr G M Hayter  
Cllr J Jones  
Cllr P E Porley  
Cllr K Pudney  
Cllr K Sainsbury (Resigned 28/05/01)  
Cllr A P Ward (Resigned 28/05/01)  
Cllr M Boddy (Appointed 28/05/01)

### **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 a going concern basis unless it is inappropriate to presume that the company will continue in business.

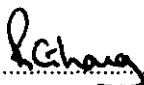
# **CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED**

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

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.

The directors' 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

  
.....  
Mr R G Long - Secretary

Date: 11th June 2002

# **CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED**

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED**

We have audited the financial statements of Cadcam Applications Training and Support Company Limited for the year ended 31 March 2002 which comprise the Profit and Loss Account, the Balance Sheet and the related notes 1 to 11. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and the accounting policies set out therein.

### **Respective responsibilities of directors and auditors**

As described in the directors' report, 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 the 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 the 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 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 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.

### **Fundamental uncertainty**

In forming our opinion, we have considered the adequacy of the disclosures made in the financial statements concerning the ability of the company to continue its operations which comprise the requirement to obtain adequate funding to finance expenditure on training and technology support.

Project funding is of a short term nature, typically two years, and as a result of the nature of the company's business, the long term financial position is uncertain, and depends upon the company continuing to be successful in obtaining funding.

The financial statements have been prepared on a going concern basis, the validity of which depends upon future funding being secured to enable projects to be undertaken. Details of the circumstances relating to this fundamental uncertainty are described in note 1 to the financial statements. Our opinion is not qualified in this respect.

# CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED

## AUDITORS' REPORT TO THE MEMBERS OF CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED (CONT)

### Opinion

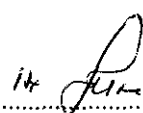
In our opinion, the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2002 and of its loss for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



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#### Audit Assure

Chartered Accountants and Registered Auditors  
New Exchange Buildings  
Queens Square  
Middlesbrough  
TS2 1AA

Date:  2002

# CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED

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

	Notes	2002 £	2001 £
<b>TURNOVER</b>	2	339,778	604,826
Project costs		(382,083)	(468,604)
<b>(DEFICIT)/SURPLUS BEFORE CHARGING NET OPERATING EXPENSES</b>		(42,305)	136,222
Net operating expenses	3	(146,095)	(132,929)
<b>(DEFICIT)/SURPLUS ON ORDINARY ACTIVITIES BEFORE INTEREST</b>	4	(188,400)	3,293
Other interest receivable and similar income		-	218
Interest payable and similar charges		(451)	(138)
<b>(DEFICIT)/SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		(188,851)	3,373
Tax on (deficit)/surplus on ordinary activities	5	-	-
<b>RETAINED (DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR</b>		(188,851)	3,373
Retained surplus brought forward		91,380	88,007
<b>RETAINED (DEFICIT)/SURPLUS CARRIED FORWARD</b>		(97,471)	91,380

The annexed notes form part of these financial statements.



# CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED

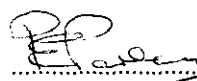
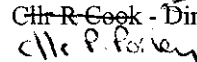
## BALANCE SHEET AT 31 MARCH 2002

	Note	2002 £	2001 £
<b>FIXED ASSETS</b>			
Tangible assets	6	1,429	6,528
<b>CURRENT ASSETS</b>			
Debtors	7	242,286	338,929
Cash at bank and in hand		483	114
		<u>242,769</u>	<u>339,043</u>
<b>CREDITORS</b>			
Amounts falling due within one year	8	<u>(319,983)</u>	<u>(254,191)</u>
<b>NET CURRENT (LIABILITIES)/ASSETS</b>		<u>(77,214)</u>	<u>84,852</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>(75,785)</u>	<u>91,380</u>
<b>CREDITORS</b>			
Amounts falling due after more than one year	9	<u>(21,686)</u>	<u>-</u>
<b>NET (LIABILITIES)/ASSETS</b>		<u><u>(97,471)</u></u>	<u><u>91,380</u></u>
<b>CAPITAL AND RESERVES</b>			
Profit and loss account		<u>(97,471)</u>	<u>91,380</u>
<b>SHAREHOLDERS' FUNDS</b>		<u><u>(97,471)</u></u>	<u><u>91,380</u></u>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

These financial statements were approved by the board on 15 June 2002

On behalf of the board

  
Cllr R. Cook - Director  


The annexed notes form part of these financial statements.

# **CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED**

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2002**

### **1. ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

#### **Basis of Preparation of Financial Statements**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

The effect of events in relation to the year ended 31 March 2002 which occurred before the date of approval of the financial statements by the Board of Directors, have been included in the statements to the extent required to show a true and fair view of the state of affairs at 31 March 2002 and of the results for the year ended on that date.

#### **Depreciation**

Depreciation has been computed to write off the cost, less estimated residual value, of all tangible fixed assets by equal annual installments over their expected useful lives using the following rates:

Plant and machinery	- 10 years
Fixtures and fittings	- 3 years
Computer software	- 3 years
Computer hardware and office equipment	- 3 - 7 years

#### **Deferred Taxation**

Deferred taxation is provided on the liability method to take account of timing differences between the treatment of certain items for accounts purposes and their treatment for tax purposes. Tax deferred or accelerated is accounted for in respect of all material timing differences to the extent that it is considered that a net liability may crystallise.

#### **Government grants**

Grant income receivable is only brought into account if the related grant claim has been submitted and approved. Revenue based grants received in accordance with the above policy are credited to the profit and loss account as the related expenditure is incurred.

Capital based grants are treated as deferred income and transferred to the profit and loss account over the useful lives of the assets to which they relate.

#### **Going concern**

The company's objectives are to provide impartial and independent advice and support to small and medium enterprises predominantly in the manufacture support service sector.

The ability of the company to continue its operations is largely dependent upon the company being able to secure grants and other funding in advance and during the course of projects being undertaken. As explained in the directors' report, delays in approval of funding arose during the year.

However the company is in the process of obtaining funding to secure its short term future, typically two years. The company's long term future is dependent upon contracts for similar short term funding being renewed, or alternative sources of funding being obtained.

The directors believe that the company's track record and expertise places it in a strong position to continue to obtain such funding.

# CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2002 (CONT)

Therefore the financial statements have been drawn up on a going concern basis on the grounds that the company will be able to secure adequate funding in order to carry out future proposed projects.

### 2. TURNOVER

The company's turnover represents the value, excluding Value Added Tax, of services supplied to customers during the year.

### 3. NET OPERATING EXPENSES

	2002 £	2001 £
Premises costs	383,001	368,763
Administrative expenses	43,980	42,962
Other operating income	(280,886)	(278,796)
	<u>146,095</u>	<u>132,929</u>

### 4. OPERATING LOSS

Operating loss is stated after charging:

	2002 £	2001 £
Depreciation of owned assets	5,099	12,077
Auditors' remuneration – audit services	<u>6,580</u>	<u>1,800</u>

### 5. TAX ON (DEFICIT)/SURPLUS ON ORDINARY ACTIVITIES

There was no tax payable for the years ended 31 March 2002 and 31 March 2001.

# CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2002 (CONT)

### 6. TANGIBLE FIXED ASSETS

	Computer software £	Plant and machinery £	Fixtures and fittings £	Computer hardware and office equipment £	Total £
<b>Cost</b>					
At 1 April 2001	102,839	20,761	36,021	180,512	340,133
Disposals	-	-	-	(16,323)	(16,323)
At 31 March 2002	<u>102,839</u>	<u>20,761</u>	<u>36,021</u>	<u>164,189</u>	<u>323,810</u>
<b>Depreciation</b>					
At 1 April 2001	101,427	20,761	35,192	176,225	333,605
Charge for the year	888	-	384	3,827	5,099
Elimination on disposals	-	-	-	(16,323)	(16,323)
At 31 March 2002	<u>102,315</u>	<u>20,761</u>	<u>35,576</u>	<u>163,729</u>	<u>322,381</u>
<b>Net book value</b>					
At 31 March 2002	<u>524</u>	<u>-</u>	<u>445</u>	<u>460</u>	<u>1,429</u>
At 31 March 2001	<u>1,412</u>	<u>-</u>	<u>829</u>	<u>4,287</u>	<u>6,528</u>

### 7. DEBTORS

	2002 £	2001 £
Trade debtors	127,268	110,344
Other debtors	115,018	228,585
	<u>242,286</u>	<u>338,929</u>

# CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2002 (CONT)

### 8. CREDITORS - AMOUNTS DUE WITHIN ONE YEAR

	2002 £	2001 £
Bank overdraft	19,990	30,247
Other loans	60,664	-
Trade creditors	130,497	124,303
Social security and other taxes	7,565	8,592
Other creditors	101,267	91,049
	<u>319,983</u>	<u>254,191</u>

### 9. CREDITORS - AMOUNTS DUE AFTER ONE YEAR

	2002 £	2001 £
Other loans	<u>21,686</u>	<u>-</u>

The amount for which security has been given is £19,990 (2001- £30,247).

### 10. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee. The liability of the members is limited to £1 each.

# CADCAM APPLICATIONS TRAINING AND SUPPORT COMPANY LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2002 (CONT)

### 11. LEASING COMMITMENTS

At 31 March 2002 the company had annual commitments under non-cancelable operating leases as detailed below:

	2002 £	2001 £
Operating leases which expire:		
After more than five years	325,272	325,272
	<u>325,272</u>	<u>325,272</u>

The company receives a contribution from a third party towards property rentals. The contribution received during the year was £187,515 (2001 - £187,588). Similar contributions are expected in future years.