

REGISTRAR

CAMBRIDGE MANAGEMENT CENTRES PLC

COMPANY REGISTRATION NO 1648021

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 JULY 1996



CAMBRIDGE MANAGEMENT CENTRES PLC

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 1996

<u>CONTENTS</u>	<u>PAGE</u>
Directors' Report	1 - 3
Auditors' Report	4
Profit and Loss Account	5
Balance Sheet	6
Cash Flow Statement	7
Notes to the Accounts	8 - 13

# CAMBRIDGE MANAGEMENT CENTRES PLC

## DIRECTORS REPORT

FOR THE YEAR ENDED 31 JULY 1996

### DIRECTORS RESPONSIBILITIES

Company law requires us as 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 we 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.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable us to ensure that the financial statements comply with the Companies Act 1985. We 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.

### DIRECTORS

Mrs S M Davies  
Mr G B Davies (Chairman)

### SECRETARY

Mrs S M Davies

### REGISTERED OFFICE

Cambridge House  
18 Oxford Street  
WELLINGBOROUGH  
Northants

# CAMBRIDGE MANAGEMENT CENTRES PLC

## DIRECTORS REPORT

FOR THE YEAR ENDED 31 JULY 1996

### PRINCIPAL ACTIVITIES

The principal activity of the company is management training and there has been no change during the year.

### FIXED ASSETS

The movements in fixed assets are detailed in the notes to the accounts.

### RESULTS AND DIVIDENDS

The results for the year's trading, the financial position of the company, and the transfer to reserves are shown in the annexed accounts.

The company's profit for the year before taxation, amounted to £7,866 (1995 - £126).

The directors do not recommend the payment of a dividend.

### DIRECTORS

The present directors are as shown above.

Mr G B Davies retires by rotation and, being eligible, offers himself for re-election.

### DIRECTORS INTEREST

The interest (all of which are beneficial) of the directors in the share capital of the company were as follows:

	<u>Ordinary Shares</u>	
	<u>31 July 1996</u>	<u>31 July 1995</u>
G B Davies	27,500	27,500
S M Davies	22,500	22,500

CAMBRIDGE MANAGEMENT CENTRES PLC

DIRECTORS REPORT

FOR THE YEAR ENDED 31 JULY 1996

CLOSE COMPANY STATUS

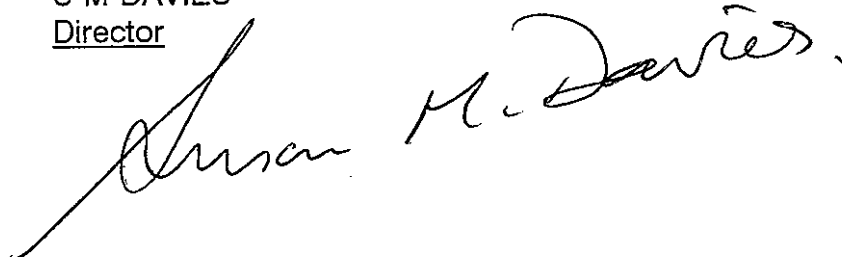
The company is a close company within the meaning of the Income and Corporation Taxes Act 1988.

AUDITORS

The Auditors, Messrs Trevor L Newell & Co have indicated their willingness to accept re-appointment under Section 384(1) of the Companies Act 1985.

ON BEHALF OF THE BOARD

S M DAVIES  
Director

A handwritten signature in dark ink, appearing to read 'S M Davies', is written over the printed name and title.

5 December 1996

## REPORT OF THE AUDITORS

### TO THE MEMBERS OF CAMBRIDGE MANAGEMENT CENTRES PLC

We have audited the financial statements on pages 6 to 14 which have been prepared under the historical cost convention and the accounting policies set out on page 9.

### RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

As described on page 1 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements 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 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 at 31 July 1996 and of its profit, total recognised gains and cash flows for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Midland Bank Chambers  
College Street  
RUSHDEN  
Northants



TREVOR L NEWELL & CO

5 December 1996

Chartered Accountants  
and Registered Auditor

CAMBRIDGE MANAGEMENT CENTRES PLC

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 JULY 1996

<u>NOTE</u>		<u>1996</u> £	<u>1995</u> £
2	TURNOVER	1,240,873	1,389,060
	Cost of Sales	(533,686)	(568,034)
		<hr/>	<hr/>
	GROSS PROFIT	707,187	821,026
	Net Operating Expenses	(706,014)	(820,614)
		<hr/>	<hr/>
3	OPERATING PROFIT	1,173	412
	Loss on Sale of Fixed Assets	(7,987)	(18,882)
		<hr/>	<hr/>
	(LOSS)/PROFIT ON ORDINARY ACTIVITIES BEFORE INTEREST	(6,814)	(18,470)
	Interest Received	14,694	18,661
	Interest Payable	(14)	(65)
		<hr/>	<hr/>
	PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	7,866	126
7	Taxation	(1,657)	—
		<hr/>	<hr/>
	PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION	6,209	126
	Retained Profit brought forward	154,711	154,585
		<hr/>	<hr/>
	RETAINED PROFITS CARRIED FORWARD	£160,920	£154,711
		<hr/> <hr/>	<hr/> <hr/>

All of the company's operations are classed as continuing.

The company had no recognised gains or losses other than the profit for the period.

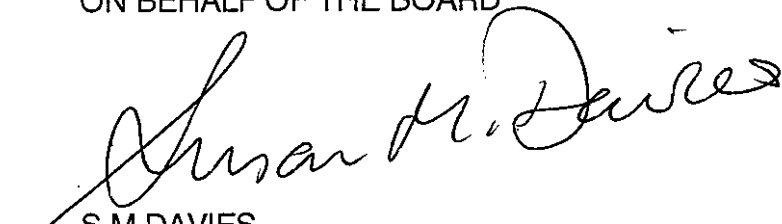
The annexed notes form part of these financial statements.

# CAMBRIDGE MANAGEMENT CENTRES PLC

## BALANCE SHEET AS AT 31 JULY 1996

<u>NOTE</u>		<u>1996</u>		<u>1995</u>	
		£	£	£	£
	<u>FIXED ASSETS</u>				
8	Tangible Assets	60,225		62,164	
	<u>CURRENT ASSETS</u>				
9	Stocks	13,937		22,919	
10	Debtors	73,312		59,553	
	Cash at Bank and in Hand	247,247		258,859	
		<hr/>		<hr/>	
		334,496		341,331	
11	<u>CREDITORS</u> : Amounts falling due within one year	183,801		198,784	
		<hr/>		<hr/>	
	<u>NET CURRENT ASSETS</u>	150,695		142,547	
		<hr/>		<hr/>	
	<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>	£210,920		£204,711	
		<hr/> <hr/>		<hr/> <hr/>	
	<u>CAPITAL AND RESERVES</u>				
12	Called Up Share Capital	50,000		50,000	
	Profit and Loss Account	160,920		154,711	
		<hr/>		<hr/>	
		£210,920		£204,711	
		<hr/> <hr/>		<hr/> <hr/>	

ON BEHALF OF THE BOARD

  
S M DAVIES  
Director

The accounts were approved by the Board of Directors on 5 December 1996.

The annexed notes form part of these financial statements.



CAMBRIDGE MANAGEMENT CENTRES PLC

CASH FLOW STATEMENT

FOR THE YEAR TO 31 JULY 1996

<u>NOTE</u>	<u>1996</u>	<u>1995</u>
	£	£
17		
NET CASH INFLOW FROM OPERATING ACTIVITIES	(1,194)	(100,953)
RETURNS ON INVESTMENTS AND SERVICING OF FINANCE		
Interest Received	14,694	18,661
Interest Paid	(14)	(65)
NET CASH INFLOW/(OUTFLOW) FROM RETURNS ON INVESTMENTS AND SERVICING OF FINANCE	14,680	18,596
TAXATION		
Corporation Tax Paid	1,022	(41,344)
TAX Repaid/(Paid)	1,022	(41,344)
INVESTING ACTIVITIES		
Payments to Acquire Fixed Assets	(26,120)	(38,063)
Receipts from Sale of Fixed Assets	—	18,335
NET CASH (OUTFLOW) FROM INVESTING ACTIVITIES	(26,120)	(19,728)
NET CASH INFLOW/(OUTFLOW) BEFORE FINANCING	(11,612)	(143,429)
NET CASH INFLOW FROM FINANCING	—	—
18		
INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS	(£11,612)	(£143,429)

The annexed notes form part of these financial statements.

# CAMBRIDGE MANAGEMENT CENTRES PLC

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 1996

### 1. ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are as set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.

#### a) Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention.

#### b) Depreciation

Depreciation is calculated to write off the cost of fixed assets over their expected useful lives. The rates used are:

Office Equipment	25% pa of net book value
Motor Vehicles	25% pa of net book value

#### c) Stocks

The basis of valuation of stock is the lower of cost and net realisable value. Cost means purchase price calculated on a first in first out basis.

### 2. TURNOVER

Turnover represents amounts invoiced by the company in respect of goods and services provided during the year, excluding Value Added Tax.

CAMBRIDGE MANAGEMENT CENTRES PLC

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 1996

	<u>1996</u> £	<u>1995</u> £
3. <u>OPERATING PROFIT</u>		
This is stated after charging:		
Directors Emoluments	73,800	210,880
Directors Pensions	70,000	76,193
	<hr/>	<hr/>
Total Directors Emoluments	143,800	287,073
Auditors Remuneration & Expenses	1,600	1,500
Depreciation of Owned Assets	20,072	20,730
Hire of Equipment	—	505
Loss on Sale of Tangible Fixed Assets	7,987	18,882
	<hr/> <hr/>	<hr/> <hr/>

4. DIRECTORS REMUNERATION

Chairman's Salary	36,900	42,025
Highest Paid Director's Salary	36,900	59,798
	<hr/> <hr/>	<hr/> <hr/>

The number of directors (including the  
Chairman and the highest paid director)  
who received fees in the following  
ranges was:

	<u>Number</u>	<u>Number</u>
£35,001 – £40,000	2	—
£40,001 – £45,000	—	1
£50,001 – £55,000	—	1
£55,001 – £60,000	—	2

# CAMBRIDGE MANAGEMENT CENTRES PLC

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 JULY 1996

#### 5. STAFF NUMBERS AND COST

The average number of persons employed by the company (including directors) during the year was as follows

	<u>No</u>	<u>No</u>
Management and Administration	10	9
Production	3	3
Sales	3	3
	<hr/>	<hr/>
Total Employees	16	15
	<hr/>	<hr/>

The aggregate payroll costs of these persons were as follows:

	<u>1996</u>	<u>1995</u>
Wages and Salaries	241,230	340,172
Social Security	22,315	32,441
Other Pension Cost	79,814	81,323
	<hr/>	<hr/>
	£343,359	£453,936
	<hr/>	<hr/>

#### 6. INTEREST PAYABLE

Interest is payable on bank loans, overdrafts and other loans repayable within five years

	<u>£14</u>	<u>£65</u>
	<hr/>	<hr/>

#### 7. TAXATION

Corporation Tax on the profit for the year at 25%  
Repayment relating to earlier year

	2,679	—
	(1,022)	—
	<hr/>	<hr/>
	£1,657	—
	<hr/>	<hr/>

CAMBRIDGE MANAGEMENT CENTRES PLC

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 1996

8. TANGIBLE FIXED ASSETS

	<u>Motor Vehicles</u> £	<u>Fixtures &amp; Equipment</u> £	<u>Total</u> £
<u>Cost</u>			
At 1 August 1995	38,480	104,445	142,925
Additions	18,943	7,177	26,120
Disposals	—	(25,003)	(25,003)
	<hr/>		
At 31 July 1996	£57,423	£86,619	£144,042
	<hr/>		
<u>Depreciation</u>			
At 1 August 1995	19,896	60,865	80,761
Charged in year	9,382	10,690	20,072
Disposals	—	(17,016)	(17,016)
	<hr/>		
At 31 July 1996	£29,278	£54,539	£83,817
	<hr/>		
<u>Net Book Value</u>			
At 31 July 1996	£28,145	£32,080	£60,225
	<hr/>		
At 31 July 1995	£18,584	£43,580	£62,164
	<hr/>		
	<u>1996</u> £		<u>1995</u> £

9. STOCKS

Goods for Resale	12,670	21,471
Stationery and Supplies	1,267	1,448
	<hr/>	
	£13,937	£22,919
	<hr/>	

CAMBRIDGE MANAGEMENT CENTRES PLC

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 1996

	<u>1996</u> £	<u>1995</u> £
10. <u>DEBTORS</u>		
Trade Debtors	56,192	44,698
Prepayments	17,120	14,855
	<hr/>	<hr/>
	£73,312	£59,553
	<hr/>	<hr/>
11. <u>CREDITORS: Amounts falling due within one year</u>		
Payments received on account	116,942	77,102
Trade Creditors	34,488	62,692
Accruals	20,843	44,336
Taxation and Social Security	8,849	14,654
Corporation Tax	2,679	—
	<hr/>	<hr/>
	£183,801	£198,784
	<hr/>	<hr/>
12. <u>SHARE CAPITAL</u>		
Ordinary Shares of £1 each:		
Authorised	£50,000	£50,000
	<hr/>	<hr/>
Issued and Fully Paid	£50,000	£50,000
	<hr/>	<hr/>
13. <u>CAPITAL COMMITMENTS</u>		
There were no capital commitments at 31 July 1996 (1995 — nil).		
14. <u>CONTINGENT LIABILITIES</u>		
There were no contingent liabilities at 31 July 1996 (1995 — nil).		

# CAMBRIDGE MANAGEMENT CENTRES PLC

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 1996

### 15. PENSION COSTS

The company operates a non contributory pension scheme. It is a defined contribution scheme and contributions are charged in the profit and loss account as they accrue. The charge for the year was £79,814 (1995 – £81,323).

### 16. DIRECTORS INTEREST

The directors own the freehold of the premises from which part of the company's operations are based. During the year the company paid a rental for the use of these premises of £18,400 (1995 – £16,800).

	<u>1996</u> £	<u>1995</u> £
17. <u>RECONCILIATION OF OPERATING PROFIT TO NET CASH INFLOW (OUTFLOW) FROM OPERATING ACTIVITIES</u>		
Operating (Loss)/Profit	(6,814)	(18,470)
Depreciation Charges	20,072	20,730
Loss on Sale of Tangible Fixed Assets	7,987	18,882
Decrease (Increase) in Stocks	8,982	(1,442)
Decrease (Increase) in Debtors	(13,759)	58,224
Increase (Decrease) in Creditors	(17,662)	(178,877)
 NET CASH (OUTFLOW)/INFLOW FROM OPERATING ACTIVITIES	 <u>(£1,194)</u>	 <u>(£100,953)</u>

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

<u>1996</u>	<u>1995</u>	<u>1996</u>	Change in year
Cash at Bank and In Hand	£258,859	£247,247	£11,612
<hr/>			
<u>1995</u>	<u>1994</u>	<u>1995</u>	Change in year
Cash at Bank and In Hand	£402,288	£258,859	£143,429
<hr/>			

CAMBRIDGE MANAGEMENT CENTRES PLC

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 1996

	<u>1996</u> £	<u>1995</u> £
19. <u>RECONCILIATION OF MOVEMENTS IN SHAREHOLDERS FUNDS</u>		
Profit for the financial year	6,209	126
	<hr/>	<hr/>
Net Addition to Shareholders Funds	6,209	126
Opening Shareholders Funds	204,711	204,585
	<hr/>	<hr/>
Closing Shareholders Funds	£210,920	£204,711
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