IPS GROUP LIMITED
ABBREVIATED ACCOUNTS
31 DECEMBER 1998

Registered Number: 1736684





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# AUDITORS' REPORT TO IPS GROUP LIMITED UNDER SECTION 247B OF THE COMPANIES ACT 1985

We have examined the abbreviated accounts on pages 2 to 5 together with the financial statements of IPS Group Limited prepared under Section 226 of the Companies Act 1985.

## Respective responsibilities of directors and auditors

The directors are responsible for preparing the abbreviated accounts in accordance with Section 246A of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with Section 246A(3) of the Act to the Registrar of Companies and whether the accounts to be delivered are properly prepared in accordance with that provision and to report our opinion to you.

## **Basis of opinion**

We have carried out the procedures we considered necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared. The scope of our work for the purpose of this report does not include examining or dealing with events after the date of our report on the full financial statements.

#### Opinion

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with Section 246A(3) of the Companies Act 1985, and the abbreviated accounts on pages 2 to 5 are properly prepared in accordance with that provision.

PRICEWATERHOUSECOOPERS

Chartered Accountants and Registered Auditors

22 March 1999

# **BALANCE SHEET AS AT 31 DECEMBER 1998**

	<u>1998</u>	<u>1997</u>
FIXED ASSETS Tangible fixed assets (Note 2)	193,376	81,990
Investments (Note 3)	1,720	1.720
	<u>195,096</u>	<u>83,710</u>
CURRENT ASSETS		
Debtors	2,330,980	1,805,794
Cash at bank and in hand	<u>1,173,674</u>	<u>660,973</u>
	3,504,654	2,466,767
CREDITORS (Amounts falling due		
within one year)	(1,265,920)	<u>(936,240)</u>
NET CURRENT ASSETS	2,238,734	<u>1,530,527</u>
TOTAL ASSETS LESS CURRENT		
LIABILITIES	£2,433,830	£1,614,237
CAPITAL AND RESERVES	50.044	20.044
Called up equity share capital (Note 4) Profit and loss account	53,214	53,214
From and ioss account	<u> 2,380,616</u>	<u>1.561.023</u>
EQUITY SHAREHOLDER'S FUNDS	£2,433,830	£1,614,237
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The directors have taken advantage of the special provisions of Section 246A(4) to the Companies Act 1985, as entitling them to deliver abbreviated accounts on the grounds that the company is small,

AL Charlesworth

Director

Approved by the Board on 22 March 1999

# NOTES TO THE ACCOUNTS - 31 DECEMBER 1998

#### 1 ACCOUNTING POLICIES

## (a) Accounting convention

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

## (b) Turnover

Turnover represents the invoiced value of services rendered, exclusive of value added tax and is derived entirely in the United Kingdom from the principal activity.

# (c) Tangible fixed assets and depreciation

Tangible fixed assets are depreciated using a straight line basis so as to write off the cost of the assets over their estimated useful lives using the following rates per annum.

Leasehold property	Over period of lease
Motor vehicles	25%
Furniture and equipment	25%

#### (d) Leased assets

Operating lease rentals are charged to the profit and loss account as they fall due.

# (e) Investments in group undertakings

Investments in group undertakings are stated at cost less amounts written off. As permitted by Section 229 (2) of the Companies Act 1985, the company has not prepared group accounts.

# (f) Deferred taxation

Provision is made on the liability basis for all tax deferred by timing differences to the extent that this potential liability is likely to crystallise in the foreseeable future.

## (g) Pension costs

Pension payments to money purchase pension arrangements are charged to the profit and loss account as they fall due.

# NOTES TO THE ACCOUNTS - 31 DECEMBER 1998 (Continued)

# 2 TANGIBLE FIXED ASSETS

3

	Total
Cost At 1 January 1998 Additions Disposals	189,420 164,375 <u>(18,110</u> )
At 31 December 1998	335,685
Depreciation At 1 January 1998 Charge for the year Disposals	107,430 48,031 <u>(13,152</u> )
At 31 December 1998	142,309
Net book amount At 31 December 1998	£193,376
At 31 December 1997	£81,990
INVESTMENTS	Subsidiary Companies
Cost At 1 January and 31 December 1998	<u>81,400</u>
Amounts written off At 1 January and 31 December 1998	<u>(79,680)</u>
Net book value At 1 January and 31 December 1998	£1,720
The investment in subsidiary companies at 31 December 1998 comprises shares in:	
	% of ordinary <u>shares held</u>
Insurance Personnel Selection Limited	100
Trevor James Management Limited	100 100
Trevor James (City of London) Limited	100
IPS Trustee Company Limited (Formerly Shipping and Travel Personnel Selection Li	
Insurance Career Consultants Limited	100

All the above are non trading companies and are registered in England.

# NOTES TO THE ACCOUNTS - 31 DECEMBER 1998 (Continued)

## 4 CALLED UP EQUITY SHARE CAPITAL

		Number	No	Nominal value		
	1998	<u>1997</u>	1998	<u>1997</u>		
Authorised						
Ordinary shares of £1	100,000	100,000	£100,000	£100,000		
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Allotted called up and fully paid						
Ordinary shares of £1	53,214	53,214	£53,214	£53,214		
	<del></del>	<del></del> _		========		

## 5 ULTIMATE CONTROLLING PARTY

The company's ultimate parent undertaking and the ultimate controlling party is IPS Holdings Limited, a company registered in England, which is the parent of the smallest and largest group to consolidate these accounts.

Copies of the accounts of IPS Holdings Limited can be obtained from 6 Lloyds Avenue, London EC3N 3ES.

As a wholly owned subsidiary included in the consolidated financial statements of IPS Holdings Limited, the company has taken advantage of the exemption available under Financial Reporting Standard 8 from disclosing transactions with other members of the IPS Holdings Limited group.