# T.O.F.S

# A CHARITABLE COMPANY LIMITED BY GUARANTEE

# ABBREVIATED ACCOUNTS

# FOR THE YEAR ENDED 30 NOVEMBER 1999

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COMPANIES HOUSE 26/09/00

REGISTERED NO: 2202260

T.O.F.S ACCOUNTANTS' REPORT ON ABBREVIATED FINANCIAL STATEMENTS Accountants' Report to the Council of Management on the unaudited Financial Statements of T.O.F.S. The following reproduces the text of the report prepared for the purposes of Section 249A(1) of the Companies Act 1985 in respect of the Company's annual Financial Statements, from which the Abbreviated Financial Statements (set out on pages 2 to 4) have been prepared. "As described on the Balance Sheet you are responsible for the preparation of the Financial Statements for the year ended 30th November 1999, set out on pages 3 to 7, and you consider that the Company is exempt from an Audit. In accordance with your instructions, we have compiled these unaudited Financial Statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us". Imperial House 350 Bournville Lane Bournville Birmingham J W SCRIVENS & CO B30 1QZ Reporting Accountants 24th June 2000 - 1 ~ J W Scrivens & Co.

T.O.F.S

# ABBREVIATED BALANCE SHEET AS AT 30TH NOVEMBER 1999

•	<u>Note</u>	<u> 1999</u>		<u>1998</u>	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	2		3,028		4,677
Investment	3		4,113		4,085
			7,141		8,762
CURRENT ASSETS					
Stock		6,166		1,865	
Debtors - Others		468		511	
Cash at Bank and in Hand		20,962		23,209	
		27,596		25,585	
CREDITORS: amounts falling du	e				
within one Year - Others		4,589		1,571	
NET CURRENT ASSETS			23,007		24,014
TOTAL ASSETS LESS CURRENT					
<u>LIABILITIES</u>			30,148		32,776
			======		=====
CAPITAL AND RESERVES	4				
Accumulated Fund			25,968		28,624
International Symposium Fund			67		67
Benjamin Pouncey Memorial Fund			4,113		4,085
MEMBERS FIRMS					
MEMBERS FUNDS			30,148		32,7 <b>7</b> 6
			=====		=====

The notes on Pages 3 to 4 form an integral part of these Accounts.

The Council of Management consider that for the year ended 30th November 1999 the Company was entitled to exemption under Subsection 1 of Section 249A of the Companies Act 1985. No member or members have deposited a notice requesting an Audit for the current financial year under Subsection 2 of section 249B of the Act.

The Council of Management acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with Section 221 of the Companies Act 1985 and preparing Financial Statements 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 surplus or deficit for the financial year in accordance with the requirements of Section 226, and which otherwise comply with the requirements of the Act relating to Financial Statements, so far as applicable to the Company.

These Financial Statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small Companies.

The Abbreviated Financial Statements on pages 2 to 4 were approved by the Council

of Management on X...24.00. and signed on its behalf by:

HONORARY VICE-CHAIRMAN

Y. RADWELL HONORARY TREASURER

# T.O.F.S NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 30 NOVEMBER 1999

#### 1. ACCOUNTING POLICIES

#### (a) <u>Basis of Accounting</u>

The Accounts have been prepared under the historical cost convention. The Financial Statements have also been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000).

#### (b) Depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Medical Equipment - 33 1/3% Straight Line Office Equipment - 33 1/3% Straight Line

### (c) Stock

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

# (d) Cash Flow Statement

The Company has taken advantage of the exemption from preparing a Cash Flow Statement on the grounds that it qualifies as a small Company under the Companies Act 1985.

# 2. TANGIBLE ASSETS

		<u>Total</u> £
<u>Cost</u> At 30th November 1998 Additions		19,864 802
At 30th November 1999		20,666
<u>Depreciation</u> At 30th November 1998 Charge for the Year		15,187 2,451
At 30th November 1999		17,638
<u>Net Book Values</u> At 30th November 1999		3,028
At 30th November 1998		4,677
3. <u>INVESTMENT</u>	<u> 1999</u>	<u>1998</u>
Investment of Benjamin Pouncey Memorial Fund;	£	£
COIF Charities Fixed Interest Fund 1322 Accumulation Shares		
Value at 30 <sup>th</sup> November 1998 Increase in Share Value	4,085	3,569 516
Value at 30 <sup>th</sup> November 1999	4,113	4,085

# T.O.F.S.

# NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED)

#### FOR THE YEAR ENDED 30TH NOVEMBER 1999

#### 4. CAPITAL AND RESERVES

T.O.F.S. is a Company limited by Guarantee and does not have a Share Capital. The liability of members is limited to £1 each. There were 976 members at 30th November 1999 (1998 : 650).