

**THE ACADEMY OF PLANNING SUPERVISORS LIMITED**

**Company No. 3073116**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31<sup>ST</sup> JULY 2004**



# THE ACADEMY OF PLANNING SUPERVISORS LIMITED

## REPORT OF THE DIRECTOR

The director has pleasure in presenting his report and financial statements for the year ended 31<sup>st</sup> July 2004.

### Principal activity and business review

The principal activity of the company throughout the year was that of the provision of training and planning and supervisory services.

The results for the year and the financial position at the year end were considered disappointing by the director.

### Results and dividend

The results of the company for the year are set out on page 2.

The director does not recommend the payment of a dividend as the funds of the company are fully employed.

### Director and his interests

The director who served the company throughout the year together with his interests in the shares of the company, at the beginning and end of the year, were as follows:

	Ordinary shares of £1 each	
	31 <sup>st</sup> July 2004	31 <sup>st</sup> July 2003
L. T. Overy-Owen	50	50

### The Year 2004

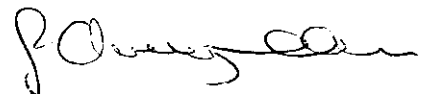
Assuring the ongoing operation of our business is a key focus of the director.

### Auditors

The director has decided to take advantage of the provisions of section 249A of the Companies Act 1985 and therefore an audit has not been carried out for the year under review.

By Order of the Board

J. Overy-Owen  
Secretary



The Coach House  
Rectory Road  
Middleton  
Nr Saxmundham  
Suffolk  
IP17 3HR

Date: 20<sup>th</sup> April 2005

**THE ACADEMY OF PLANNING SUPERVISORS LIMITED**

**PROFIT AND LOSS ACCOUNT  
FOR THE YEAR ENDED 31<sup>ST</sup> JULY 2004**

	<b>Note</b>	<b>2004</b>	<b>2003</b>
		<b>£</b>	<b>£</b>
Turnover - continuing activities	2	12,607	14,516
Administrative expenses		(7,802)	8,080
Operating profit/loss - continuing activities		4,805	6,436
Taxation		-	-
Retained profit/loss transferred to/from reserves	5	4,805	6,436

# THE ACADEMY OF PLANNING SUPERVISORS LIMITED

## BALANCE SHEET AT 31<sup>ST</sup> JULY 2004

	Notes	2004		2003	
		£	£	£	£
<b>Current Assets</b>					
Cash at bank and in hand		11,284		6,479	
<b>Creditors</b>					
Amounts falling due within one year	4	(3,083)		(1,788)	
<b>Net Current Liabilities</b>			8201		4,691
			<u>8201</u>		<u>4,691</u>
<b>Capital and Reserves</b>					
Called up share capital - equity interests	5		100		100
Profit and loss account	5		8,101		4,591
<b>Shareholders' Funds</b>			<u>8,201</u>		<u>4,691</u>

The director has:

- (a) taken advantage of the Companies Act 1985 in not having these accounts audited under Section 249A(1);
- (b) confirmed that no notice has been deposited under Section 249B(2) of the Companies Act 1985;
- (c) acknowledged his responsibility for ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985; and
- (d) acknowledged his responsibility for preparing accounts which give a true and fair view of the company and of its loss for the year then ended in accordance with the requirements of Section 226 of the Companies Act 1985 and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to this company.

Approved by the Board on 20<sup>th</sup> April 2005

L. T. Overy-Owen

# THE ACADEMY OF PLANNING SUPERVISORS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> JULY 2004

### 1. Principal accounting policies

#### Accounting basis and standards

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

#### Turnover

Turnover represents the invoiced value of services provided

### 2. Turnover

Turnover is attributable to the one principal activity of the company which arose wholly in the United Kingdom.

### 3. Directors and Employees

There were no employees during the year apart from the director who was not remunerated..

### 4. Creditors: Amounts falling due within one year

	2004 £	2003 £
Trade creditors	230	230
Other creditors	2,853	1,558
Accruals and deferred income	-	-
	<u>3,083</u>	<u>1,788</u>

### 5. Shareholders' Funds

2003	Profit and Loss Account £	Share Capital £	Total £
As at 31 <sup>st</sup> July 2003	4,591	100	4,691
Profit for the year	<u>3,510</u>	<u>-</u>	<u>3,510</u>
At 31 <sup>st</sup> July 2004	<u>8,101</u>	<u>100</u>	<u>8,201</u>

**THE ACADEMY OF PLANNING SUPERVISORS LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> JULY 2004 (CONTINUED)**

**5. Shareholders' Funds (continued)**

The share capital comprises:

	2004 £	2003 £
Authorised:		
1,000 Ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>
Called up, allotted and fully paid:		
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>

**6. Controlling Party**

The controlling party is Mr L. T. Overy-Owen, the director, by virtue of the combined shareholding of his wife and himself.

**THE ACADEMY OF PLANNING SUPERVISORS LIMITED**

**MANAGEMENT INFORMATION BASED ON  
THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> JULY 2004**

**THE ACADEMY OF PLANNING SUPERVISORS LIMITED**

**TRADING AND PROFIT AND LOSS ACCOUNT  
FOR THE YEAR ENDED 31<sup>ST</sup> JULY 2004**

	2004		2003	
	£	£	£	£
<b>Turnover</b>				
Sales		12,607		14,516
 <b>Administrative expenses</b>				
Courses and seminars } Consultants	2,104		2,708	
Exhibition expenses } Hire of rooms	43		-	
Motor running expenses	3,080		2,928	
Travelling expenses	432		582	
Printing, postage and stationery	580		626	
Telephone	602		584	
Bank charges	174		226	
Sundry expenses/professional indemnity	787		426	
		<u>(7,802)</u>		<u>(8,080)</u>
 <b>Operating (loss)/profit</b>		<u><u>4,805</u></u>		<u><u>6,436</u></u>

**THE ACADEMY OF PLANNING SUPERVISORS LIMITED**

**COMPUTATION**  
**FOR YEAR ENDED 31<sup>ST</sup> JULY 2004**

**OPERATING PROFIT**      **£4805.00**

No capital allowances claimed.

No depreciation claimed.

No vehicle owned by the Academy

No subsistence charged.

**THE ACADEMY OF PLANNING SUPERVISORS LIMITED**

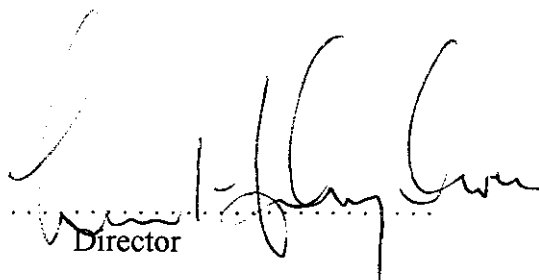
**MINUTES OF THE ANNUAL GENERAL MEETING  
HELD AT THE REGISTERED OFFICE OF THE COMPANY  
ON 20<sup>TH</sup> APRIL 2005**

**PRESENT:** Mr L. T. Overy-Owen  
Mrs J. Overy-Owen

**NOTICE** Consent to hold the Meeting at short notice was given by all Members entitled to be present and vote.

**MINUTES** The Minutes of the last Annual General Meeting were read, approved and signed.

**ACCOUNTS** The Accounts for the year ended 31<sup>st</sup> July 2004 were presented and discussed. IT WAS RESOLVED that the said Accounts be and are hereby approved and adopted.

  
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Director