# Company number: 3221577 (ENGLAND & WALES)

# GUIDELINE CORPORATION LIMITED ABBREVIATED STATUTORY FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2003

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# GUIDELINE CORPORATION LIMITED REPORTS AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2003

# **CONTENTS**

	Page
Abbreviated auditors' report	1
Abbreviated balance sheet	2
Notes	3

# **AUDITORS' REPORT TO GUIDELINE CORPORATION LIMITED**

#### PURSUANT TO SECTION 247B OF THE COMPANIES ACT 1985.

We have examined the abbreviated financial statements on pages 2 to 5 together with the full financial statements of Guideline Corporation Limited for the year ended 31 March 2003, prepared under section 226 of the Companies Act 1985.

# Respective responsibilities of directors and auditors

The directors are responsible for preparing the abbreviated financial statements in accordance with section 246 of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated financial statements prepared in accordance with sections 246(5) and (6) of the Act to the registrar of companies and whether the financial statements to be delivered are properly prepared in accordance with those provisions 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 financial statements and that the abbreviated financial statements to be delivered are properly prepared. The scope of our work for the purpose of this report did not include examining or dealing with events after the date of our report on the full statutory financial statements.

# **Opinion**

In our opinion the company is entitled to deliver abbreviated financial statements prepared in accordance with sections 246(5) and 246(6) of the Companies Act 1985, and the abbreviated financial statements on pages 2 to 5 are properly prepared in accordance with those provisions.

Moore Stephens Registered Auditor Chartered Accountants Stuart House Elizabeth Street Corby Northamptonshire

1 July 2003

# ABBREVIATED BALANCE SHEET

# AT 31 MARCH 2003

	Note		2003		2002
		£	£	£	£
Fixed assets			<b></b>		
Investments	2		623,385		623,385
Current assets					
Debtors	3	281,332		268,502	
Cash at bank and in hand		1,095		_	
		282,427		268,502	
Creditors		202,127		200,502	
Amounts falling due					
within one year		(25,397)		(39,651)	
Net current assets			257,030	<del></del>	228,851
Total assets less current liabilities			880,415		852,236
Net assets			880,415		852,236
Capital and reserves					
Called up share capital	4		1,000		1,000
Share premium account	•		511,714		511,714
Other reserves			100,671		100,671
Profit and loss account			267,030		238,851
Shareholders' funds			880,415		852,236
Shareholders fullds					032,230

In preparing these abbreviated financial statements the directors have taken advantage of the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the board of directors on 1 July 2003 and signed on its behalf.

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The annexed notes form part of these financial statements.

# NOTES TO THE FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 MARCH 2003

# 1. Accounting policies

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

#### Cashflow statement

The company has taken advantage of the exemption contained within Financial Reporting Standard No.1 from the requirement to prepare a cash flow statement on the grounds that it qualifies as a small company as defined by Section 247 of the Companies Act 1985.

#### Turnover

Turnover represents management charges to related companies exclusive of Value Added Tax and trade discounts.

#### **Debtors**

Debtors are shown after providing for any amounts which in the opinion of the directors may not be collected in full.

#### Pension costs

Pension costs are recognised in the profit and loss account in order to provide a systematic and rational charge over the periods from which benefits are derived from employees services.

#### Group accounts

Consolidated accounts have not been prepared, by virtue of the group as headed by the company, as qualifying as a small group in accordance with Sections 248 and 249 of the Companies Act 1985. These financial statements therefore present information about the company as an individual undertaking and not about the group.

#### Investments

Investments which have been classified as fixed assets are included at cost, less any reductions in the value of those investments which are considered to be permanent.

# NOTES TO THE FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 MARCH 2003

# 2. Investments

1 . 1

	Total £
Cost at 1 April 2002	623,385
At 31 March 2003	623,385
Net book value: At 31 March 2003	623,385
At 31 March 2002	623,385

The investments relate to shares held in group undertakings and associated undertakings.

The percentage held in these undertakings is as follows:-

Dickenson Tingdene Limited - 84% of the £1 ordinary shares Fred Wilkinson and Sons Limited - 100% of the £1 ordinary shares Letclear Limited - 50% of the £1 ordinary shares.

# 3. Debtors

Debtors include an amount of £8,783 (2002 - £3,750) falling due after more than one year.

# 4. Share capital

2003 £	2002 £
1,000	1,000
£	£
1,000	1,000
	£ 1,000 £

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 MARCH 2003

# 5. Related party transactions

At the balance sheet date Fred Wilkinson and Sons Limited, a subsidiary company, owed Guideline Corporation Limited £14,833 (2002 £6,000). These loans are to be repaid by February 2006 and interest is charged at a commercial rate with £507 (2002 £575) having been paid during the year.

At the balance sheet date Letclear Limited, an associated undertaking, owed Guideline Corporation Limited £60,000 (2002 £10,000). This loan is repayable within one year. Interest is charged at a commercial rate with £1,021 having been paid during the year.

During the year the company has charged its subsidiary company, Dickenson Tingdene Limited, management charges of £138,000. At the balance sheet date £203,147 was owed to the company.

# 6. Ultimate controlling party

The company is under the control of Mr T G Sharman.