Registered number: 3443420

## **ACTIMAX PLC**

## DIRECTORS' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2002

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#### **COMPANY INFORMATION**

**DIRECTORS** 

R J Massey

Mrs S Massey B W Fairman

S F Burman (appointed 24/3/03) P D English (appointed 28/5/03) M J Good (appointed 28/5/03)

**SECRETARY** 

S F Burman

**COMPANY NUMBER** 

3443420

**REGISTERED OFFICE** 

No. 1 Yardley Business Park

Basildon Essex SS14 3GL

**AUDITORS** 

Robertson Milroy Limited

Chartered Accountants & Registered Auditors

Coopers House 65a Wingletye Lane

Hornchurch Essex RM11 3AT

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# DIRECTORS' REPORT For the year ended 31 December 2002

The directors present their report and the financial statements for the year ended 31 December 2002.

#### STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the 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, the directors are required to:

- · select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

#### PRINCIPAL ACTIVITIES AND REVIEW OF BUSINESS

The company's principal activity during the year was selling, installing and maintaining communications systems.

The company is now trading profitably and has become expert in the various voice over IP technologies. Our website www.actimax.co.uk explains our complete range of services and we now have further funds invested, which will be used to acquire other related businesses.

#### **RESULTS AND DIVIDENDS**

The profit for the year, after taxation, amounted to £35,191 (2001 - Loss £21,253).

The directors do not recommend the payment of a dividend.

#### **DIRECTORS**

The directors who served during the year and their beneficial interests in the company's issued share capital were:

		Ordinary shares of £1 each		/ shares ach	
	<u>31/12/02</u> <u>1/1/02</u>		<u>31/12/02</u>	<u>31/12/02</u> <u>1/1/02</u>	
R J Massey	299,999	299,999	•	-	
Mrs S Massey	1	1	-	-	
B W Fairman	-	-	-	_	
S F Burman (appointed 24/3/03)	-	-	-	-	
P D English (appointed 28/5/03)	-	-	••	-	
M J Good (appointed 28/5/03)	<b>W</b>	-	-	-	

#### POLITICAL AND CHARITABLE CONTRIBUTIONS

During the year, the company made charitable contributions totalling £550.

## **DIRECTORS' REPORT** For the year ended 31 December 2002

## **COMPANY'S POLICY FOR PAYMENT OF CREDITORS**

The compay's policy is to settle terms of payment with suppliers when agreeing terms of each transaction. Trade creditors of the company at 31 December 2002 were equivalent to 89 days purchases, based on average daily amounts invoiced by suppliers.

#### **AUDITORS**

The auditors, Robertson Milroy Limited, will be proposed for reappointment in accordance with section 385 of the Companies Act 1985.

This report was approved by the board on 61603

and signed on its behalf.

R J Massey Director (

#### INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF ACTIMAX PLC

We have audited the financial statements of Actimax PLC for the year ended 31 December 2002 set out on pages 5 to 16. These financial statements have been prepared under the historical cost convention and the accounting policies set out on pages 8 to 9.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

As described in the Statement of Directors' Responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

#### **BASIS OF AUDIT OPINION**

We conducted our audit in accordance with United Kingdom 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.

#### **GOING CONCERN**

In forming our opinion, we have considered the disclosures made in Note 1 concerning the continuing support of the company's bankers and the renewal of the banking facility. The financial statements have been prepared on a going concern basis assuming this support will continue and we consider this matter should be brought to your attention. Our opinion is not qualified in this respect.

## INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF ACTIMAX PLC

## **OPINION**

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 December 2002 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

**Robertson Milroy Limited** 

Books Mily Limited

Chartered Accountants Registered Auditors

Coopers House 65a Wingletye Lane Hornchurch Essex RM11 3AT

9th June 2003

## PROFIT AND LOSS ACCOUNT For the year ended 31 December 2002

	Note	2002 £	2001 £
TURNOVER	1, 2	2,352,230	2,543,974
Cost of sales		(1,232,620)	(1,360,159)
GROSS PROFIT		1,119,610	1,183,815
Administrative expenses		(1,280,989)	(1,320,967)
Other operating income	3	226,441	143,869
OPERATING PROFIT	4	65,062	6,717
Interest receivable		222	-
Interest payable	7	(30,093)	(27,970)
PROFIT/(LOSS) ON ORDINARY ACTIVITIES BEFORE TAXATION		35,191	(21,253)
TAX ON PROFIT/(LOSS) ON ORDINARY ACTIVITIES		•	-
PROFIT/(LOSS) ON ORDINARY ACTIVITIES AFTER TA	XATION	35,191	(21,253)
LOSS BROUGHT FORWARD		(1,304,132)	(1,282,879)
LOSS CARRIED FORWARD		£ (1,268,941)	£ (1,304,132)

All amounts relate to continuing operations.

There were no recognised gains and losses for 2002 or 2001 other than those included in the profit and loss account.

The notes on pages 8 to 16 form part of these financial statements.

## **BALANCE SHEET** As at 31 December 2002

		20	002	200	01
TIVED AGGETS	Note	£	£	£	£
FIXED ASSETS			400.00		0.40.000
Tangible fixed assets	8		192,825		240,698
CURRENT ASSETS					
Stocks	9	80,985		73,166	
Debtors	10	646,479		495,619	
Cash at bank and in hand		808,712		405	
		1,536,176		569,190	
CREDITORS: amounts falling due within one year	11	(1,171,920)		(1,041,662)	
NET CURRENT ASSETS/(LIABILITIES)			364,256		(472,472)
TOTAL ASSETS LESS CURRENT LIABIL	ITIES		557,081		(231,774)
<b>CREDITORS</b> : amounts falling due after more than one year	12		(1,046,022)		(292,358)
NET LIABILITIES			£ (488,941)		£ (524,132)
CAPITAL AND RESERVES					
Called up share capital	13		542,308		542,308
Share premium account	14		237,692		237,692
Profit and loss account			(1,268,941)		(1,304,132
SHAREHOLDERS' FUNDS - All Equity	15		£ (488,941)		£ (524,132

The financial statements were approved by the board on 660

and signed on its behalf.

R J Massey Director

The notes on pages 8 to 16 form part of these financial statements.

# CASH FLOW STATEMENT For the year ended 31 December 2002

	Note	2002 £	2001 £
Net cash flow from operating activities	16	(17,346)	184,092
Returns on investments and servicing of finance	17	(29,871)	(27,970)
Capital expenditure and financial investment	17	(42,520)	(141,076)
CASH (OUTFLOW)/INFLOW BEFORE FINANCING Financing	17	(89,737) 944,846	15,046 22,792
INCREASE IN CASH IN THE YEAR		£ 855,109	£ 37,838

# RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET DEBT (NOTE 18) For the year ended 31 December 2002

	2002 £	2001 £
Increase in cash in the year	855,109	37,838
Cash inflow from decrease in debt and lease financing	(944,846)	(22,792)
MOVEMENT IN NET DEBT IN THE YEAR	(89,737)	15,046
Net debt at 1 January 2002	(291,390)	(306,436)
NET DEBT AT 31 DECEMBER 2002	£ (381,127)	£ (291,390)

The notes on pages 8 to 16 form part of these financial statements.

#### 1. ACCOUNTING POLICIES

#### 1.1 Basis of preparation of financial statements

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

Due to the continued support of the company's bank, the directors believe that it is appropriate to prepare the financial statements on a going basis which assumes that the company will continue in operational existence for the foreseeable future. The company's banking facility is due for review in February 2004 and the directors have no reason to believe this facility will not be renewed.

If the company were unable to continue in operational existence, adjustments would have to be made to reduce the balance sheet values of assets to their recoverable amounts and to provide for further liabilities that might arise, and to reclassify fixed assets and long term liabilities as current assets and current liabilities.

#### 1.2 Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, exclusive of Value Added Tax and trade discounts.

#### 1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Leasehold improvements - 33.33% straight line

Motor vehicles - 25% reducing balance

Fixtures and fittings - 15% reducing balance

Office equipment - 20%-33.33% straight line

Computer software - 50% straight line

#### 1.4 Leasing and hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the company. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

#### 1.5 Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the profit and loss account on the straight line basis over the lease term.

#### 1.6 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

#### 1.7 Deferred taxation

Provision is made in full for all taxation deferred in respect of timing differences that have originated but not reversed by the balance sheet date, except for gains on disposal of fixed assets which will be rolled over into replacement assets. No provision is made for taxation on permanent differences.

Deferred tax assets are recognised to the extent that it is more likely than not that they will be recovered.

#### 2. TURNOVER

The whole of the turnover is attributable to the principal activity of the company being selling, installing and maintaining communications systems.

All turnover arose within the United Kingdom.

## 3. OTHER OPERATING INCOME

	2002 £	2001 £
Commissions received	226,441	143,869
4. OPERATING PROFIT		
The operating profit is stated after charging:		
	2002	2001
	£	£
Depreciation of tangible fixed assets:		
- owned by the company	70,843	57,382
- held under finance leases	19,840	38,167
Auditors' remuneration	6,000	6,000
Auditors' remuneration - non-audit	805	7,945
Operating lease rentals:		
- plant and machinery	6,357	15,902
- other operating leases	62,578	51,172

## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2002

5.	STAFF COSTS				
	Staff costs, including directors' remuneration, were as follows:				
			2002 £		2001 £
	Wages and salaries Social security costs		733,027 64,966		744,061 72,352
		£	797,993	£	816,413
	The average monthly number of employees, including directors, during t	he ye	ear was as fo	llows:	
			2002		2001
	Sales Administration		16 17		15 17
		_	33	_	32
6.	DIRECTORS' REMUNERATION				
			2002 £		2001 £
	Emoluments	£	121,132	£	126,233
7.	INTEREST PAYABLE				
			2002 £		2001 £
	On bank loans and overdrafts On other loans On finance leases and hire purchase contracts Other interest payable		7,153 11,951 9,897 1,092		4,886 12,000 11,084
		£	30,093	£	27,970

8.	IANG	IBLE F	IXED	ASSETS	

£	£	equipment £	^	
			£	£
61,469	187,065	167,526	37,911	453,971
•	7,613	37,202	15,605	60,420
-	(30,995)		· <del>-</del>	(30,995)
61,469	163,683	204,728	53,516	483,396
42,435	44.459	97.798	28,581	213,273
7,255	33,692	40,231	9,505	90,683
· <b>-</b>	(13,385)	•	•	(13,385)
49,690	64,766	138,029	38,086	290,571
11,779 £	98,917	£ 66,699	£ 15,430 £	192,825
19,034	142,606	£ 69,728	£ 9,330 £	240,698
	42,435 7,255 - 49,690	- (30,995) 61,469 163,683 42,435 44,459 7,255 33,692 - (13,385) 49,690 64,766	- (30,995) - 61,469 163,683 204,728  42,435 44,459 97,798 7,255 33,692 40,231 - (13,385) -   49,690 64,766 138,029  11,779 £ 98,917 £ 66,699	- (30,995)

		2002 £	2001 £
	Motor vehicles	£ 98,917	£ 130,289
9.	STOCKS		
		2002 £	2001 £
	Finished goods and goods for resale	£ 80,985	£ 73,166

The difference between purchase price or production cost of stocks and their replacement cost is not material.

10.	DEBTORS				
			2002		2001
			£		£
	Due within one year				
	Trade debtors		302,604		282,858
	Other debtors		2,097		4,586
	Prepayments and accrued income		341,778		208,175
		£	646,479	£	495,619
11.	CREDITORS: Amounts falling due within one year				
			2002		2001
			£		£
	Bank loans and overdrafts		-		46,802
	Payments received on account		73,352		132,802
	Net obligations under finance leases and hire purchase contracts		43,817		52,634
	Trade creditors		517,083		505,681
	Social security and other taxes		73,784		100,245
	Directors' account		97,137		-
	Other loans		100,000		-
	Accruals and deferred income		266,747		203,498
		£	1,171,920	£	1,041,662
		=	=	=	

The company's bank facility is secured by way of a debenture over the non-factored UK book debts of the company together with personal guarantees given by the directors R J Massey and Mrs S Massey.

Included in trade creditors is an amount of £24,156 (2001 - £37,130) due to an invoice discounting company which is secured on the trade debtors of the company.

Other loans comprise 10% unsecured loan stock of £100,000. Unless previously redeemed this will be redeemed at par on 13 November 2003.

## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2002

12.	CREDITORS: Amounts falling due after more than one year		
		2002	2001
		£	£
	Other loans Net obligations under finance leases and hire purchase contracts Directors' account	1,020,000 26,022 -	120,000 72,358 100,000
		£ 1,046,022	£ 292,358
	Included within the above are amounts falling due as follows:	<del></del>	·
		2002	2001
		£	£
	Between two and five years		
	Other loans	1,020,000	120,000

Other loans comprise 10% fixed rate unsecured loan stock of £20,000 and secured convertible loan stock of £1,000,000.

The secured convertible loan stock is subject to an initial interest rate of 2% per annum, which is subject to review on 30 June 2003, and is secured by way of a debenture over the assets of the company. The stockholder may elect to convert the stock into 'A' Ordinary shares if the company aquires the trade and assets of another business.

Unless previously redeemed the unsecured loan stock will be redeemed at par on 16 March 2005 and the secured convertible loan stock will be redeemed at par on 19 December 2007.

Obligations under finance leases and hire purchase contracts, included above, are payable as follows:

		2002 £		2001 £
Between two and five years	£	26,022	£	72,358

## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2002

SHARE CAPITAL		
	2002	2001
Authorised	£	£
334,615 Ordinary shares of £1 each 242,308 'A' Ordinary shares of £1 each	334,615 242,308	334,615 242,308
Allotted, called up and fully paid	£ 576,923	£ 576,923
300,000 Ordinary shares of £1 each 242,308 'A' Ordinary shares of £1 each	300,000 242,308	300,000 242,308
	£ 542,308	£ 542,308

Options have been granted to the 'A' ordinary share holders, to subscribe for 5% of the share capital in issue immediately following the issue of the shares pursuant to the option, for the sum of £142,857. The exercise period of the option ends on 13 November 2003.

Options have also been granted to the 'A' ordinary share holders, to subscribe for 1% of the share capital in issue immediately following the issue of the shares pursuant to the option, for the sum of £2,858. The exercise period of the option ends on 16 March 2005.

## 14. RESERVES

13.

Share premium account	£
At 1 January 2002	237,692
At 31 December 2002	£ 237,692

## 15. RECONCILIATION OF MOVEMENT IN SHAREHOLDERS' FUNDS

	2002 £	2001 £
Profit/(loss) for the year	35,191	(21,253)
	35,191	(21,253)
Opening shareholders' funds	(524,132)	(502,879)
Closing shareholders' funds	£ (488,941)	£ (524,132)

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## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2002

16.	NET CASH FLOW FROM OPERATING ACTIVITIES		
		2002	2001
		£	£
	Operating profit	65,062	6,717
	Depreciation of tangible fixed assets	90,683	95,549
	(Profit)/loss on disposal of tangible fixed assets	(290)	19,661
	Increase in stocks	(7,819)	(8,553)
	Increase in debtors	(150,860)	(88,104)
	(Decrease)/increase in creditors	(14,122)	158,822
	NET CASH (OUTFLOW)/INFLOW FROM OPERATIONS	£ (17,346)	£ 184,092
17.	ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN THE CAS	SH FLOW STATEME 2002 £	ENT 2001 £
	RETURNS ON INVESTMENTS AND SERVICING OF FINANCE		
	Interest received Interest paid Hire purchase interest	222 (20,196) (9,897)	(16,886) (11,084)
	NET CASH OUTFLOW FROM RETURNS ON INVESTMENTS AND SERVICING OF FINANCE	£ (29,871)	£ (27,970)
		2002 £	2001 £
	CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT		
	Purchase of tangible fixed assets Sale of tangible fixed assets	(60,420) 17,900	(147,076) 6,000
	Sale of talignot fixed assets		
	NET CASH OUTFLOW FROM CAPITAL EXPENDITURE	£ (42,520)	£ (141,076)
		2002 £	2001 £
	FINANCING		
	Now acquired loans	1 000 000	
	New secured loans  Principal payment under finance lease and hire purchase contracts	1,000,000 (55,154)	22,792
	NET CASH INFLOW FROM FINANCING	£ 944,846	£ 22,792

#### 18. ANALYSIS OF CHANGES IN NET DEBT

			Other non-cash	
	1 January 2002	Cash flow	changes	31 December 2002
	£	£	£	£
Cash at bank and in hand:	405	808,307	-	808,712
Bank overdraft	(46,802)	46,802	-	-
DEBT:	(46,397)	855,109	-	808,712
Finance leases and hire purchase	(124,993)	55,154	-	(69,839)
Debts due within one year	•	-	(100,000)	(100,000)
Debts falling due after more than one year	(120,000)	(1,000,000)	100,000	(1,020,000)
NET DEBT	£ (291,390)	£ (89,737)	£	£ (381,127)

## 19. OPERATING LEASE COMMITMENTS

At 31 December 2002 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		Other	
	2002	2001	2002	2001
	£	£	£	£
Expiry date:				
Within 1 year	_	-	-	5,954
After more than 5 years	62,500	62,500	-	-

## 20. CONTROLLING PARTY

The company is controlled by the director, R J Massey.