

# FINANCIAL STATEMENTS

for the period ended

31 December 2001

A02 COMPANIES HOUSE

# FACILITIES MANAGEMENT CATERING LIMITED

# Particulars of Directors

PETER J.H. RUDGE FCA

Chairman

M.F. McCARTNEY MVO

Managing Director

C.T.E. BOTTING

M.P. JOYCE

S. EVANS

# **SECRETARY**

C.T.E. BOTTING

**HEAD OFFICE** 

**REGISTRATION NUMBER** 

Church Road,

Wimbledon

London, SW19 5AE

3669990

REGISTERED OFFICE

The Gate House

Dell Quay

Chichester

West Sussex PO20 7EE

**AUDITORS** 

Baker Tilly

46 Clarendon Road

Watford

Herts WD17 1HE

**BANKERS** 

National Westminster Bank plc

98 High Street

Wimbledon

London SW19 5ZH

Sort Code 60.24.07

Account Number 69597170

**SOLICITORS** 

Over Taylor Biggs

1 Oak Tree Place

Manaton Close

Exeter

EX28WA

CHAIRMAN'S STATEMENT

In this, our third year of operation our company has made major strides forward in both turnover and profitability and it is clear from our balance sheet that these achievements have been financed entirely from our own resources. Steps taken over the past year include bringing our accounting systems in house and our ongoing capital expenditure policy will ensure less reliance on external resources for future equipment requirements etc.

FMC was formed in January 1999 by Frank McCartney, Martin Joyce and Colin Botting who were joined by Simon Evans the following year. Between them have over 120 years of experience at senior management level in the event catering industry.

Since its formation the Company has recruited key personnel such as top line chefs and food & beverage management and it is now arguably the most experienced and qualified team of management working in the outside catering and special events marketplace. In addition up to 1,900 temporary staff are employed as and when required to fulfill specific contracts, there is a highly experienced permanent staff of dedicated head office personnel that ensures the smooth operation of all the company's activities.

All clients receive a personal service throughout the whole period of the contract and this allows the Company to "deliver the promise" made at the time of contract negotiation. Our contracts are negotiated by people who understand the organisation and operation of events and venues and who will be present when key decisions are taking place once the contract has been awarded.

To underline the success of this approach, we have the catering contracts for such prestigious events and locations as The Championships, Wimbledon, the National Motor Museum, Beaulieu, Castle Howard - the North Yorkshire stately home and the RHS Harlow Carr Gardens in Harrogate. We are the management caterers to Ipswich Town Football Club and the National Botanical Garden of Wales and the newly opened Friends Provident Stadium, headquarters of Premier Division Football Club, Southampton. The most recent addition to our list of prestige venues is new Kingston Communications Stadium which will be home to both Hull City Football and Hull Rugby League Clubs.

These venues are in addition to catering for such events as rugby internationals major golfing tournaments and the Michael Parkinson Charity Celebrity Weekend at Bray.

The company is highly selective about the quality of the contracts it wishes to be involved in and is able to fulfill its preference of working with clients who are like minded in the pursuit of good food and service. The management time and investment that has been spent on selecting and servicing these major contracts and the underlying work necessary to successfully set up the essential infra structure is reflected in our results.

The company will continue to concentrate its management time and attention on client satisfaction in pursuit of quality food and foodservice.

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Peter JH Rudge, FCA Chairman

28<sup>th</sup> June 2002

## DIRECTORS' REPORT

The directors present their report and financial statements of Facilities Management Catering Limited for the year ended 31 December 2001.

## PRINCIPAL ACTIVITIES

The principal activity of the company during the year was that of carrying out catering services for private and public functions.

## **REVIEW OF THE BUSINESS**

The results for the year and the financial position at the year end were considered satisfactory by the directors who expect continued growth in the foreseeable future.

### RESULTS AND DIVIDENDS

The trading profit for the year after taxation was £286,261.

The directors do not recommend payment of an ordinary dividend.

### **DIRECTORS**

The following directors have held office since 1 January 2001:

P J H Rudge M F McCartney C T E Botting M P Joyce S J Evans

In accordance with the company's Articles of Association, S J Evans retires by rotation and, being eligible, offers himself for re-election.

## **DIRECTORS' INTERESTS IN SHARES**

Directors' interests in the shares of the company, including family interests, were as follows:

	Ordinary o	of£ I each
	31.12.01	1.1.01
C T E Botting	14,000	14,000
M P Joyce	15,000	15,000
M F McCartney	14,250	14,250
P J H Rudge	5,000	5,000
S J Evans	<del>-</del>	_

# Facilities Management Catering Limited DIRECTORS' REPORT

## **AUDITORS**

A resolution to reappoint Baker Tilly, Chartered Accountants will be put to the members at the annual general meeting.

On behalf of the board

C T E Botting

Director

28 June 2002

# DIRECTORS' RESPONSIBILITIES IN THE PREPARATION OF FINANCIAL STATEMENTS

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:

- a. select suitable accounting policies and then apply them consistently;
- b. make judgements and estimates that are reasonable and prudent;
- c. state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- d. 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.

# INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FACILITIES MANAGEMENT CATERING LIMITED

We have audited the financial statements on pages 6 to 15.

## Respective responsibilities of directors and auditors

The directors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Directors' Responsibilities.

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 other information in the Annual Report, and consider whether it is consistent with the audited financial statements. This other information comprises only the Directors' Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies within the financial statements. Our responsibilities do not extend to any other information.

## Basis of opinion

We conducted our audit in accordance with 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.

# 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 2001 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

BAKER TILLY

Registered Auditor
Chartered Accountants
46 Clarendon Road
Watford
Hertfordshire
WD17 1HE

28 June 2002

PROFIT AND LOSS ACCOUNT

for the year ended 31 December 2001

	Notes	2001 £	2000 £
TURNOVER	1	11,970,387	7,350,455
Cost of sales		9,988,537	6,208,724
Gross profit		1,981,850	1,141,731
Other operating expenses (net)	2	1,604,411	1,023,218
OPERATING PROFIT		377,439	118,513
Investment income	3	42,697	43,228
		420,136	161,741
Interest payable	4	1,772	1,796
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	5	418,364	159,945
Taxation	7	132,103	28,000
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION	14	286,261	131,945

The operating profit for the year arises from the company's continuing operations.

No separate Statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Profit and Loss Account.

# Facilities Management Catering Limited BALANCE SHEET

31 December 2001

	Notes	2001 £	2000 £
FIXED ASSETS Tangible assets	8	265,698	276,350
		· · · · · · · · · · · · · · · · · · ·	
CURRENT ASSETS	0	110 651	22.04
Stocks Debtors	. 9 10	118,651 405,679	23,964
Cash at bank and in hand	10	1,001,484	338,657 402,037
		1,525,814	764,658
CREDITORS: Amounts falling due within one year	11	987,061	500,358
NET CURRENT ASSETS		538,753	264,300
TOTAL ASSETS LESS CURRENT LIABILITIES		804,451	540,650
CREDITORS: Amounts falling due after more than one year	12	(51,346)	(73,806)
		753,105	466,844
CAPITAL AND RESERVES			
Called up share capital	13	50,000	50,000
Share premium account	14	17,000	17,000
Profit and loss account	14	686,105	399,844
SHAREHOLDERS' FUNDS	15	753,105	466,844

Approved by the board on 28 June 2002

M F McCartney

M P Joyce

# Facilities Management Catering Limited CASH FLOW STATEMENT

for the year ended 31 December 2001

	Notes	2001 £	2000 £
NET CASH INFLOW FROM OPERATING ACTIVITIES	16	746,824	303,773
RETURNS ON INVESTMENTS AND SERVICING OF FINANCE Interest received Interest paid		42,697 (1,772)	43,228 (1,796)
Net cash inflow for returns on investments and servicing of finance		40,925	41,432
TAXATION		(32,014)	(77,089)
CAPITAL EXPENDITURE Payments to acquire tangible assets Receipts from sales of tangible assets	·	(136,026)	(174,886) 81,918
Net cash outflow for capital expenditure		(136,026)	(92,968)
Net cash inflow before management of liquid resources and financing		619,709	175,148
FINANCING Capital element of hire purchase contracts		(20,262)	(15,290)
Net cash outflow from financing		(20,262)	(15,290)
INCREASE IN CASH IN THE YEAR		599,447	159,858

## ACCOUNTING POLICIES

### BASIS OF ACCOUNTING

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

### TANGIBLE FIXED ASSETS

Fixed assets are stated at historical cost less depreciation.

Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:-

Equipment

Over 3 years

Computer Equipment

Over 3 years

Motor vehicles

25% reducing balance

### STOCK

Stock is valued at the lower of cost and net realisable value. Net realisable value is based upon estimated selling price less further costs expected to be incurred to completion and disposal. Provision is made for obsolete and slow-moving items.

## **DEFERRED TAXATION**

Provision is made for taxation deferred or accelerated by the effect of timing differences, to the extent that it is probable that a liability will crystallise, at the rate expected to be ruling at that date.

### LEASED ASSETS

Where assets are financed by leasing agreements that give rights approximating to ownership ('finance leases'), the assets are treated as if they had been purchased outright. The amount capitalised is the present value of the minimum lease payments payable during the lease term. The corresponding leasing commitments are shown as obligations to the lessor.

Lease payments are treated as consisting of capital and interest elements, and the interest is charged to the profit and loss account in proportion to the remaining balance outstanding.

The annual rentals on 'operating leases' are charged to the profit and loss account on a straight line basis over the lease term.

## PENSIONS CONTRIBUTIONS

The pension costs charged in the financial statements represent the contributions payable by the company during the year.

### **TURNOVER**

Turnover represents the invoiced value, net of Value Added Tax, of goods sold and services provided to customers.

# NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2001

## 1. TURNOVER AND PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION

The company's turnover and profit before taxation were all derived from its principal activity wholly undertaken in the United Kingdom.

2.	OTHER OPERATING EXPENSES (NET)	2001 £	2000 £
	Administrative expenses	1,608,215	1,038,261
	Other operating income	(3,804)	(15,043)
		1,604,411	1,023,218
3.	INVESTMENT INCOME	2001 £	2000 £
	Bank interest	42,697	43,228
4.	INTEREST PAYABLE	2001 £	2000 £
	On bank loans and overdrafts	1,772	1,796
5.	PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	2001 £	2000 £
	Profit on ordinary activities before taxation is stated after charging: Depreciation of tangible assets:	~	•
	Charge for the year:	110.016	(2.220
	owned assets leased assets	118,915 27,763	63,230 6,803
	Loss on disposals	27,703	2,225
	Operating lease rentals:		2,223
	Plant and machinery	49,269	52,881
	Land and buildings	6,000	4,500
	Auditors' remuneration	9,000	7,500
	Remuneration of auditors for non-audit work	5,500	5,000
		<del></del>	

# Facilities Management Catering Limited NOTES TO THE FINANCIAL STATEMENTS

6.	EMPLOYEES		
	The average monthly number of persons (including directors)	2001	2000
	employed by the company during the year was:	No.	No.
	Directors	5	5
	Administration	20	9
	Catering	228	132
		253	146
		2001	2000
		£	£
	Staff costs for the above persons:		
	Wages and salaries	2,644,555	1,609,648
	Social security costs	218,398	150,732
	Other pension costs	121,324	92,041
		2,984,277	1,852,421
	DIRECTORS' REMUNERATION	2001	2000
		£	£
	Emoluments for qualifying services	302,136	251,443
	Company pension contributions to money purchase schemes	114,251	87,942
		416,387	339,385
	Emoluments disclosed above include the following amounts paid to the highest paid director:		
	Emoluments for qualifying services	93,100	65,100
7	TAXATION	2001 £	2000 £
	Domestic current year tax	£	L
	U.K. corporation tax at 24% (2000 : 20%)	128,000	28,000
	Adjustment for prior years	4,103	
	Current tax charge	132,103	28,000

# Facilities Management Catering Limited NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2001

8.	TANGIBLE FIXED ASSETS				
		Equipment	Computer Equipment	Motor vehicles	Total
		£	£	£	£
	Cost				
	1 January 2001	229,976	38,126	109,353	377,455
	Additions	78,800	48,226	9,000	136,026
	31 December 2001	308,776	86,352	118,353	513,481
	Depreciation				
	1 January 2001	80,913	12,889	7,303	101,105
	Charge in the year	90,476	28,439	27,763	146,678
	31 December 2001	171,389	41,328	35,066	247,783
	Net book value				
	31 December 2001	137,387	45,024	83,287	265,698
	31 December 2000	149,063	25,237	102,050	276,350
	Included above are assets held under finance lease vehicles amounting to £83,287 (2000:£102,050).	es or hire pur	chase contrac	ts in respect o	of motor
9.	STOCKS	•		2001	2000
				£	£
	Goods for resale			118,651	23,964
			•		
				•	
10	DEBTORS			2001	2000
				$\mathbf{\pounds}^{-}$	£
	Due within one year:				
	Trade debtors			341,689	132,978
	Other debtors			28,885	195,619
	Prepayments and accrued income			35,105	10,060
				405,679	338,657

# Facilities Management Catering Limited NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2001

11.	CREDITORS: Amounts falling due within one year	2001 £	2000 £
	Obligations under finance lease and hire purchase contracts Trade creditors Corporation tax Other taxes and social security costs Other creditors Accruals and deferred income	22,455 366,320 128,000 76,554 32,831 360,901 987,061	20,257 301,402 27,911 22,832 10,693 117,263 500,358
12.	CREDITORS: Amounts falling due in more than one year	2001 £	2000 £
	Obligations under finance leases and hire purchase agreements	51,346	73,806
		2001 £	2000 £
	Obligations under finance leases and hire purchase contracts: Repayable within one year Repayable between two and five years	25,653 52,451	25,653 78,104
	Finance charges and interest allocated to future accounting periods	78,104 (4,303)	103,757 (9,694)
	Included in current liabilities	73,801 (22,455)	94,063 (20,257)
		51,346	73,806
13.	SHARE CAPITAL	2001 £	2000 £
	Authorised: 100,000 Ordinary of £ 1 each	100,000	100,000
	Allotted, issued and fully paid: 50,000 Ordinary of £ 1 each	50,000	50,000

# Facilities Management Catering Limited NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2001

# 14. STATEMENT OF MOVEMENT ON RESERVES

		Share premium account £	Profit and loss account
	1 January 2001	17,000	399,844
	Retained profit for the year	-	286,261
	31 December 2001	17,000	686,105
15.	RECONCILIATION OF MOVEMENTS IN SHAREHOLDERS' FUNDS	2001 £	2000 £
	Profit for the financial year	286,261	131,945
	Opening shareholders' funds	466,844	334,899
	Closing shareholders' funds	753,105	466,844
16.	CASH FLOWS	2001	2000
a,	Reconciliation of operating profit to net cash inflow from operating activities	£	£
	Operating profit	377,439	118,513
	Depreciation of tangible assets	146,678	70,033
	Loss on disposal of tangible assets	. <b>-</b>	2,225
	(Increase)/decrease in stocks	(94,687)	2,650
	(Increase)/decrease in debtors	(67,022)	405,342
	Increase/(decrease) in creditors within one year	384,416	(294,990)
	Net cash inflow from operating activities	746,824	303,773

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2001

b.	Analysis of net funds	1 January 2001	Cash flow	Other non- cash changes	31 December 2001
		£	£	£	£
	Net cash: Cash at bank and in hand	402,037	599,447		1,001,484
	Debt: Finance leases	(94,063)	20,262	-	(73,801)
	Net funds	307,974	619,709	-	927,683
c.	Reconciliation of net cash flow to movement in	n net debt		2001 £	2000 £
	Increase in cash in the year Cash outflow/(inflow) from decrease/(increase financing	) in debt and	lease	599,447 20,262	159,858 (94,063)
	Movement in net funds in the year Opening net funds			619,709 307,974	65,795 242,179
	Closing net funds			927,683	307,974

## 17. PENSION COMMITMENTS

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. The contributions payable by the company for the year amounted to £121,324 (2000: £92,041).