# BARBOURNE ASSOCIATES LIMITED

Report and Accounts

30-Sep-04



# BARBOURNE ASSOCIATES LIMITED Company Information

**Directors**MARTIN WALSH
PATRICIA RAWLINGS

Secretary
PATRICIA RAWLINGS

Reporting accountants Mavis Firkins 10 Lansdowne Street Worcester WR1 1QD

### **Bankers**

The Cooperative Bank

### **Solicitors**

Registered office 7 Stephenson Road Worcester WR1 3EB

Registered number 3838192

# BARBOURNE ASSOCIATES LIMITED Directors' Report

The directors present their report and accounts for the year ended 30 September 2004.

### **Principal activities**

The company's principal activity during the year continued to be that of Consultants.

This year the company purchased a Spanish property from which rental income is received.

#### **Directors**

The directors who served during the year and their interests in the share capital of the company were as follows:

|               | £1 Ord | £1 Ordinary shares |  |
|---------------|--------|--------------------|--|
|               | 2004   | 2003               |  |
| Ms P Rawlings | 50     | 50                 |  |
| Mr M Walsh    | 50     | 50                 |  |

### **Directors' responsibilities**

Company law requires the directors to prepare accounts 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 for that period. In preparing those accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for maintaining 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 accounts 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.

### Small company special provisions

The report of the directors has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the board on 20 April 2005.

P RAWLINGS

Director

# BARBOURNE ASSOCIATES LIMITED Accountants' Report

# Accountants' report on the unaudited accounts to the directors of BARBOURNE ASSOCIATES LIMITED

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 30 September 2004, set out on pages 4 to 9, and you consider that the company is exempt from an audit under section 249A(1) of the Companies Act 1985. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Mavis Firkins MAAT

10 Lansdowne Street Worcester WR1 1QD

20 April 2005

# BARBOURNE ASSOCIATES LIMITED Profit and Loss Account for the year ended 30 September 2004

|   | Notes | 2,004<br>£   | 2,003<br>£   |
|---|-------|--------------|--------------|
| Turnover                                      |       | 122,925      | 101,175      |
| Administrative expenses                       |       | (121,639)    | (89,780)     |
| Operating profit                              | 2     | 1,286        | 11,395       |
| Interest receivable<br>Interest payable       |       | 164<br>(507) | 145<br>(776) |
| Profit on ordinary activities before taxation |       | 943          | 10,764       |
| Tax on profit on ordinary activities          | 3     | -            | (2,258)      |
| Profit for the financial year                 |       | 943          | 8,506        |
| Retained profit for the financial year        | 7     | 943          | 8,506        |

# BARBOURNE ASSOCIATES LIMITED Statement of total recognised gains and losses for the year ended 30 September 2004

|   | Notes | 2,004<br>£ | 2,003<br>£ |
|---|-------|------------|------------|
| Profit for the financial year                         |       | 943        | 8,506      |
| Total recognised gains and losses related to the year |       | 943        | 8,506      |

## BARBOURNE ASSOCIATES LIMITED Balance Sheet as at 30 September 2004

|                                  | Notes |           | 2,004<br>£ |             | 2,003<br>£ |
|----------------------------------|-------|-----------|------------|-------------|------------|
| Fixed assets                     |       |           | ~          |             | ~          |
| Tangible assets                  |       |           | 137,147    |             | 22,163     |
| Current assets                   |       |           |            |             |            |
| Debtors                          | 4     | 13,857    |            | 9,524       |            |
| Cash at bank and in hand         |       | 10,791    |            | 13,277      |            |
|                                  | _     | 24,648    | _          | 22,801      |            |
| Creditors: amounts falling du    | e     |           |            |             |            |
| within one year                  | 5     | (136,058) |            | (20,170)    |            |
| Net current (liabilities)/assets | _     |           | (111,410)  |             | 2,631      |
| Net assets                       |       |           | 25,737     | <del></del> | 24,794     |
| Capital and reserves             |       |           |            |             |            |
| Called up share capital          | 6     |           | 100        |             | 100        |
| Profit and loss account          | 7     |           | 25,637     |             | 24,694     |
| Shareholders' funds              |       | <br>      | 25,737     | _           | 24,794     |

The directors are satisfied that the company is entitled to exemption under Section 249A(1) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985; and
- (ii) preparing accounts 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 profit or loss for the financial year 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 the company.

The accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985.

P RAWLINGS

Director

Approved by the board on 20 April 2005

# BARBOURNE ASSOCIATES LIMITED Notes to the Accounts for the year ended 30 September 2004

### 1 Accounting policies

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

#### **Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts.

### Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Office equipment and furniture

Motor vehicles

25% written down value 25% written down value

#### Pensions

There is a pension scheme.

| 2 | Operating profit                   | 2,004  | 2,003  |
|---|------------------------------------|--------|--------|
|   |                                    | £      | £      |
|   | This is stated after charging:     |        |        |
|   | Depreciation of owned fixed assets | 6,977  | 6,996  |
|   | Directors' remuneration            | 72,609 | 60,802 |
|   | Pension costs                      | 2,115  | 4,915  |
| 3 | Taxation                           | 2,004  | 2,003  |
|   |                                    | £      | £      |
|   | UK corporation tax                 |        | 2,258  |

# BARBOURNE ASSOCIATES LIMITED Notes to the Accounts for the year ended 30 September 2004

| 4 | Debtors                               |                  |         | 2,004   | 2,003  |
|---|---------------------------------------|------------------|---------|---------|--------|
|   |                                       |                  |         | £       | £      |
|   | Trade debtors                         |                  |         | 13,857  | 9,524  |
| 5 | Creditors: amounts falling due with   | in one year      |         | 2,004   | 2,003  |
|   |                                       |                  |         | £       | £      |
|   | Obligations under finance lease and h | nire purchase co | ntracts | 1,484   | 9,457  |
|   | Trade creditors                       |                  |         | 1,080   | 1,212  |
|   | Other taxes and social security costs |                  |         | 2,506   | 4,810  |
|   | Other creditors                       |                  |         | 130,988 | 4,691  |
|   |                                       |                  |         | 136,058 | 20,170 |
|   |                                       |                  |         |         |        |
| 6 | Share capital                         |                  |         | 2,004   | 2,003  |
|   |                                       |                  |         | £       | £      |
|   | Authorised:                           |                  |         |         |        |
|   | Ordinary shares of £1 each            |                  |         | 1,000   | 1,000  |
|   |                                       | 2,004            | 2,003   | 2,004   | 2,003  |
|   |                                       | No               | No      | £       | £      |
|   | Allotted, called up and fully paid:   |                  |         |         |        |
|   | Ordinary shares of £1 each            | 100              | 100     | 100     | 100    |

# BARBOURNE ASSOCIATES LIMITED Notes to the Accounts for the year ended 30 September 2004

| 7 | Profit and loss account | 2,004<br>£ | 2,003<br>£ |
|---|-------------------------|------------|------------|
|   | At 1 October            | 24,694     | 16,188     |
|   | Retained profit         | 943        | 8,506      |
|   | At 30 September         | 25,637     | 24,694     |

# BARBOURNE ASSOCIATES LIMITED Profit and Loss Account for the year ended 30 September 2004

for the information of the directors only

|   | 2,004<br>£   | 2,003<br>£   |
|---|--------------|--------------|
| Sales                                   | 122,925      | 101,175      |
| Administrative expenses                 | (121,639)    | (89,780)     |
| Operating profit                        | 1,286        | 11,395       |
| Interest receivable<br>Interest payable | 164<br>(507) | 145<br>(776) |
| Profit before tax                       | 943          | 10,764       |

# BARBOURNE ASSOCIATES LIMITED Schedule to the Profit and Loss Account for the year ended 30 September 2004

for the information of the directors only

|                                  | 2,004   | 2,003   |
|----------------------------------|---------|---------|
|                                  | £       | £       |
| Sales                            |         |         |
| Sales                            | 122,925 | 101,175 |
| Administrative expenses          |         |         |
| Employee costs:                  |         |         |
| Directors' salaries              | 72,609  | 60,802  |
| Pensions                         | 2,115   | 4,915   |
| Staff training and welfare       | 1,323   | 1,126   |
| Travel and subsistence           | 4,048   | 1,026   |
| Motor expenses                   | 6,426   | 3,316   |
|                                  | 86,521  | 71,185  |
| Premises costs:                  |         |         |
| Rent, insurance and utilities    | 6,893   | 520     |
|                                  | 6,893   | 520     |
| General administrative expenses: |         |         |
| Telephone and fax                | 3,038   | 2,764   |
| Stationery and printing          | 3,210   | 2,197   |
| Subscriptions                    | 2,300   | 998     |
| Software                         | 2,321   | 1,583   |
| Repairs and maintenance          | 3,792   | 966     |
| Depreciation                     | 6,977   | 6,996   |
| Sundry expenses                  | 581     | 611     |
|                                  | 22,219  | 16,115  |
| Legal and professional costs:    |         |         |
| Accountancy fees                 | 1,875   | 1,750   |
| Bank charges                     | 348     | 195     |
| Other legal and professional     | 3,783   | 15      |
|                                  | 6,006   | 1,960   |
|                                  | 121,639 | 89,780  |

## BARBOURNE ASSOCIATES LIMITED

## Fixed Assets - 30.09.04

|                          | Property | Office extension | Furniture | Office<br>Equipment | Motor vehicles | Total  |
|--------------------------|----------|------------------|-----------|---------------------|----------------|--------|
| Cost                     |          |                  |           |                     |                | 20040  |
| 01.10.03                 |          | 1177             |           | 8814                | 29849          | 39840  |
| Additions                | 115038   |                  | 6498      | 425                 |                | 121961 |
| 30.09.04                 | 115038   | 1177             | 6498      | 9239                | 29849          | 161801 |
| Page 1 station           |          |                  |           |                     |                |        |
| Depreciation<br>01.10.03 |          |                  |           | 4618                | 13059          | 17677  |
| Charge 25%               |          |                  | 1625      | 1155                | 4197           | 6977   |
| 30.09.04                 |          |                  | 1625      | 5773                | 17256          | 24654  |
|                          |          |                  |           |                     |                |        |
| Net book value           |          |                  |           |                     |                |        |
| 30.09.04                 | 115038   | 1177             | 4873      | 3466                | 12593          | 137147 |
| 30.09.03                 |          | 1177             |           | 4196                | 16790          | 22163  |