SMO SECRETARIAL SERVICES LIMITED DIRECTOR'S REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004

Berg Kaprow Lewis LLP Chartered Accountants London



COMPANY INFORMATION

Director I Hargrove

Secretary T Hyde

Company number 4595183

Registered office Moor Court Farm

Weston Road Lewknor Oxfordshire OX49 5RU

Accountants Berg Kaprow Lewis LLP

Chartered Accountants

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DIRECTOR'S REPORT FOR THE YEAR ENDED 30 JUNE 2004

The director presents his report and financial statements for the year ended 30 June 2004.

Principal activities

The principal activity of the company during the year was the provision of secretarial and other services to independent companies.

The company also acted as a holding company during the year.

Director

The following director has held office since 1 July 2003:

I Hargrove

Director's interests

The director's interest in the shares of the company was as stated below:

Ordinary of £ 1 each

30 June 2004

1 July 2003

I Hargrove 100 100

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

On behalf of the board

Hargrove Director

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30 JUNE 2004

	Notes	2004 £	2003 £
Administrative expenses		(1,377)	-
Operating loss		(1,377)	
Investment income		168,591	-
Other interest receivable and similar income		1,048	-
Profit on ordinary activities before			
taxation		168,262	-
Tax on profit on ordinary activities	2	-	-
Profit on ordinary activities after			
taxation	7	168,262	

BALANCE SHEET AS AT 30 JUNE 2004

		20	04	2003	
	Notes	£	£	£	£
Fixed assets					
Investments	3		7 27		6
Current assets					
Debtors	4	459		50	
Cash at bank and in hand		168,632		<u>-</u>	
		169,091		50	
Creditors: amounts falling due within					
one year	5	(1,506)		(6)	
Net current assets			167,585		44
Total assets less current liabilities			168,312	-	50
				=	
Capital and reserves					
Called up share capital	6		50		50
Profit and loss account	7		168,262		-
Shareholders' funds			168,312	-	50

In preparing these financial statements:

- (a) The director is of the opinion that the company is entitled to the exemption from audit conferred by Section 249A(1) of the Companies Act 1985;
- (b) No notice has been deposited under Section 249B(2) of the Companies Act 1985, and
- (c) The director acknowledges his responsibilities for:
 - (i) ensuring that the company keeps 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, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

I Hargrove Director

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

1.2 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

1.3 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to profit and loss account.

1.4 Group accounts

The financial statements present information about the company as an individual undertaking and not about its group. The company and its subsidiary undertaking comprise a small-sized group. The company has therefore taken advantage of the exemptions provided by section 248 of the Companies Act 1985 not to prepare group accounts.

2 Taxation

On the basis of these financial statements no provision has been made for corporation tax.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2004

3 Fixed asset investments

	group undertakings and participating interests £
Cost At 1 July 2003 Additions	6 721
At 30 June 2004	727

Shares in

Holdings of more than 20%

The company holds more than 20% of the share capital of the following companies:

Company	Country of registration or	Shares held	
	incorporation	Class	%
Subsidiary undertakings			
Comtesse Limited	England & Wales	Α	50
Comtesse Reserve Company Limited	England & Wales	Ordinary	50
Participating interests			
Azier Limited	England & Wales	Ordinary	30

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

	Capital and	Profit for the
	reserves	year
	2004	2004
	£	£
Comtesse Limited	7,239	6,239
Comtesse Reserve Company Limited	1,975	600
Azier Limited	4,132	4,112
	=	

During the year, SMO Secretarial Services purchased; 475 £1 Ordinary A-Shares of Comtesse Limited at par, and 300 £1 Ordinary A-shares of Comtesse Reserve Company Limited for £0.8198 per share.

I Hargrove is a director of both these companies.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2004

4	Debtors		2004 £	2003 £
	Other debtors	=	459	50
5	Creditors: amounts falling due within one year		2004 £	2003 £
	Amounts owed to group undertakings and undertakings in which t company has a participating interest Other creditors	he	6 1,500	6
		- -	1,506	6
6	Share capital		2004 £	2003 £
	Authorised 50 Ordinary of £1 each	=	50	50
	Allotted, called up and fully paid 50 Ordinary of £1 each		50	50
7	Statement of movements on profit and loss account	=		
				Profit and loss account £
	Retained profit for the year			168,262
8	Transactions with directors			
	The following directors had interest free loans during the year. follows:	The movement	on these I	oans are as
		Amount outs 2004 £	standing 2003 £	Maximum in year £
	I Hargrove	179	-	179

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2004

9 Control

The ultimate controlling party is I Hargrove, director of the company.

10 Related party transactions

During the year, dividend income of £43,475 was received from Azier Limited, and £125,116 from Comtesse Limited.

Included within other creditors is a balance of £6 (2003: £6) due to Azier Limited.

Azier Limited is an associate of SMO Secretarial Services, and Comtesse Limited is a 50% owned subsidiary of SMO Secretarial Services Limited. I Hargrove is also a director of both companies.

SMO SECRETARIAL SERVICES LIMITED MANAGEMENT INFORMATION FOR THE YEAR ENDED 30 JUNE 2004

DETAILED TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30 JUNE 2004

		2004		2003
	£	£	£	£
Administrative expenses		(1,377)		-
Operating loss		(1,377)		
Other interest receivable and similar income Bank interest received		1,048		-
Income from investments Dividends rec'd from participating ints		168,591		-
Profit before taxation		168,262		-

SCHEDULE OF ADMINISTRATIVE EXPENSES FOR THE YEAR ENDED 30 JUNE 2004

	2004	2003
	£	£
Administrative expenses		
Accountancy	1,500	-
Bank charges	84	-
Profit/loss on foreign currency	(207)	-
	1,377	-