SC 293 145

## EAGLE ENVELOPES LIMITED

## **COMPANY INFORMATION**

Directors

E M Bartl

I M Filo

J C Gutteridge

Secretary

J C Gutteridge

Company number

SC293145

Registered office

Unit 1 Block 7

Whiteside Industrial Estate

Bathgate West Lothian EH48 2RX

**Auditors** 

Springfords LLP Dundas House Westfield Park Eskbank Edinburgh EH22 3FB

**Business address** 

Unit 1 Block 7

Whiteside Industrial Estate

Bathgate West Lothian EH48 2RX

**Bankers** 

Royal Bank of Scotland

36 St Andrew Square

Edinburgh EH2 2YB

**Solicitors** 

MacRoberts 152 Bath Street

Glasgow G2 4TB

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#### **DIRECTORS' REPORT**

### FOR THE YEAR ENDED 31 DECEMBER 2009

The directors present their report and financial statements for the year ended 31 December 2009.

#### Principal activities

The principal activity of the company continued to be that of the manufacture and supply of envelopes and other stationery products.

#### Review of the business

The net result for the year was a loss of £2m.

The planned price increases implemented at the start of 2009 were negated by the impact of the global recession which kicked in by mid year. Whilst exchange rates and raw material prices stabilised during the year, the recessionary impact on the market place meant that over supply in the market drove prices back down with the subsequent impact on margins.

The loss of a few sizeable contracts in the autumn led to a review of activity levels and the decision to reduce capacity at Bathgate led to a redundancy programme with 25 jobs being lost in December. On a positive note, the revised production capacity means that our purchases of finished goods will reduce and the leaner production operation should lead to increased manufacturing efficiencies and overhead recovery.

Turnover and manufacturing output at Walsall were reasonably steady but margins suffered here too due to the recession.

#### Key performance indicators

The directors believe that analysis using key performance indicators for the Company is not necessary or appropriate for an understanding of the development, performance or position of the Company.

#### Results and dividends

The results for the year are set out on page 5.

#### Directors

The following directors have held office since 1 January 2009:

E M Bartl

1 M Filo

J C Gutteridge

#### Financial risk management

The Company's operations expose it to a variety of financial risks that include the effects of price, credit and liquidity risks.

#### Liquidity risk

The Company actively maintains a mixture of long term and short term debt finance that is designed to ensure that the Company has sufficient available funds for operations. At present the Company remains in a net liabilities position, however the Company has received assurances from its parent Company that it will continue to support the Company for the foreseeable future.

#### Credit risk

The Company has implemented policies that require appropriate credit checks on potential customers before sales are made.

#### **DIRECTORS' REPORT (CONTINUED)**

#### FOR THE YEAR ENDED 31 DECEMBER 2009

#### Price risk

The Company is exposed to commodity price risk as a result of its operations. However, given the size of the Company's operations, the costs of managing exposure to commodity price risks exceed any potential benefits. The directors will revisit the appropriateness of this policy should the Company's operations change in size or nature. The Company has no exposure to equity securities prices risk as it holds no listed or other equity investments.

#### **Auditors**

In accordance with the company's articles, a resolution proposing that Springfords LLP be reappointed as auditors of the company will be put at a General Meeting.

#### Statement of directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they 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 these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- 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 adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

#### Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

By order of the board

J C Gutteridge

Secretary 25 June 2010

# INDEPENDENT AUDITORS' REPORT

## TO THE MEMBERS OF EAGLE ENVELOPES LIMITED

We have audited the financial statements of Eagle Envelopes Limited for the year ended 31 December 2009 set out on pages 5 to 17. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with chapter 3 of part 16 of the Companies Act 2006. 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 auditors' 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 explained more fully in the Directors' Responsibilities Statement set out on pages 1 - 2, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

## Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

# INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE MEMBERS OF EAGLE ENVELOPES LIMITED

## Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2009 and of its loss for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Alan Jones CA (Senior Statutory Auditor)

for and on behalf of Springfords LLP

25 June 2010

**Chartered Accountants Statutory Auditor** 

Dundas House Westfield Park Eskbank Edinburgh EH22 3FB

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2009

		2009	2008
	Notes	£	£
Turnover	2	15,698,514	18,554,046
Cost of sales		(14,225,991)	(16,185,997)
Gross profit		1,472,523	2,368,049
Distribution costs		(894,998)	(1,240,513)
Administrative expenses		(2,111,039)	(2,590,726)
Exceptional item - Loss on foreign exch	ange	-	(819,380)
Operating loss	3	(1,533,514)	(2,282,570)
Other interest receivable and similar			
income	4	789	32,448
Interest payable and similar charges	5	(529,493)	(464,969)
Loss on ordinary activities before taxation		(2,062,218)	(2,715,091)
Tax on loss on ordinary activities	6	-	
Loss for the year	14	(2,062,218)	(2,715,091)

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

## **BALANCE SHEET**

## AS AT 31 DECEMBER 2009

		2	009	2008	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	7		1,996,319		2,288,395
Current assets					
Stocks	8	1,752,154		1,843,553	
Debtors	9	3,260,688		3,077,773	
Cash at bank and in hand		32,235		134,740	
		5,045,077		5,056,066	
Creditors: amounts falling due within					
one year	10	(4,331,961)		(3,232,364)	
Net current assets			713,116		1,823,702
Total assets less current liabilities			2,709,435		4,112,097
			<del> </del>		
Creditors: amounts falling due after					
more than one year	11		7,544,819		6,885,263
Capital and reserves					
Called up share capital	13		4,380,168		4,380,168
Profit and loss account	14		(9,215,552)		(7,153,334)
			2,709,435		4,112,097
			<del></del>		

Approved by the Board and authorised for issue on 25 June 2010

J C Gutteridge

Director

Company Registration No. SC293145

# CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2009

	£	2009 £	£	2008 £
Net cash outflow from operating activities		(152,036)		(1,778,333)
Returns on investments and servicing of				
finance	789		32,448	
Interest received			(464,969)	
Interest paid	(529,493)		(404,505)	
Net cash outflow for returns on investments				
and servicing of finance		(528,704)		(432,521)
•				
Capital expenditure	_		(000 171)	
Payments to acquire tangible assets	(73,922)		(286,471)	
Receipts from sales of tangible assets	200		-	
				(000.474)
Net cash outflow for capital expenditure		(73,722)		(286,471)
At 4 a should any hefore management of liquid				<del></del>
Net cash outflow before management of liquid resources and financing		(754,462)		(2,497,325)
•				
Financing	200 524		3,044,723	
Other new long term loans	828,524		(190,218)	
Capital element of finance lease contracts	(176,567)		(130,210)	
Net cash inflow from financing	_	651,957		2,854,505
(December in each in the year		(102,505)		357,180
(Decrease)/increase in cash in the year		(102,303)		=====

# NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2009

1	Reconciliation of operating loss to net activities	cash outflow from op	erating	2009	2008
				£	£
	Operating loss			(1,533,514)	(2,282,570)
	Depreciation of tangible assets			365,716	849,589
	Loss on disposal of tangible assets			82	-
	Decrease/(increase) in stocks			91,399	(34,134)
	(Increase)/decrease in debtors			(182,915)	1,430,684
	increase/(decrease) in creditors within on	e year		1,107,196	(1,741,902)
	Net cash outflow from operating activity	ties		(152,036)	(1,778,333)
2	Analysis of net debt	1 January 2009	Cash flow	Other non- cash changes	31 December 2009
	•	£	£	£	£
	Net cash:				
	Cash at bank and in hand	134,740	(102,505)		32,235
	Debt:	<del></del>	·		
	Finance leases	(500,424)	176,567	-	(323,857)
	Debts falling due after one year	(6,561,066)	(828,524)		(7,389,590)
		(7,061,490)	(651,957)	-	(7,713,447)
	Net debt	(6,926,750)	(754,462)	-	(7,681,212)
					<del></del> _
3	Reconciliation of net cash flow to mov	rement in net debt		2009	2008
				£	£
	(Decrease)/increase in cash in the year			(102,505)	357,180
	Cash inflow from increase in debt and lea	ase financing		(651,957)	
	Movement in net debt in the year			(754,462)	(2,497,325)
	Opening net debt			(6,926,750)	
	Closing net debt			(7,681,212)	(6,926,750)

#### NOTES TO THE FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 DECEMBER 2009

#### Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

The company has incurred a loss for the year ended 31 December 2009 and has negative net assets as at 31 December 2009. The Company has received assurances from its parent companies that they will continue to support the Company for the foreseeable future. At the date of approval of these financial statements the directors have no reason to believe this support will not continue and accordingly, the financial statements have been prepared on a going concern basis.

### 1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

#### 1.3 Turnover

Turnover represents amounts receivable for goods and services net of VAT and trade discounts.

## 1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Land and buildings Freehold

4% Straight Line

Plant and machinery

12.5% to 33% Straight Line

### 1.5 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. 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.

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

#### 1.6 Stock and work in progress

Stock and work in progress are valued at the lower of cost and net realisable value. Cost is determined on a first in first out basis and includes all direct expenditure and production overheads based on the normal level of activity. Where necessary, provision is made for obsolete, slow moving and defective stocks.

### 1.7 Pensions

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

## FOR THE YEAR ENDED 31 DECEMBER 2009

#### 1 Accounting policies

(continued)

#### 1.8 Deferred taxation

Deferred taxation is provided in full in respect of taxation deferred by timing differences between the treatment of certain items for taxation and accounting purposes. The deferred tax balance has not been discounted.

Deferred tax assets are only recognised to the extent it can be regarded as more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing difference can be deducted.

#### 1.9 Foreign currency translation

Monetary assets and current liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Long term liabilities are translated at a rate which reflects the best estimate of the likely maturity rate and does not take account of short term currency fluctuations. 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.

#### 2 Turnover

3

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the United Kingdom.

3	Operating loss	2009 £	2008 £
	Operating loss is stated after charging:		
	Depreciation of tangible assets	365,716	849,589
	Loss on disposal of tangible assets	82	-
	Loss on foreign exchange transactions	-	819,382
	Operating lease rentals	444 204	04 470
	- Plant and machinery	141,301	91,470
	- Other assets	163,302	126,876
	Exceptional item - redundancy costs	154,866	48,375
	Fees payable to the company's auditor for the audit of the company's		
	annual accounts	12,500	12,500
	Accountancy and taxation services	3,750	3,750
	and after crediting:		
	Profit on foreign exchange transactions	(10,708) ————	<u>-</u>

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2009

4 Investment income	2009 £	2008 £
Bank interest	789	-
Other interest		32,448
		32,448
5 Interest payable	2009	2008
	£	£
On amounts payable to group companies	457,035	298,342
On bank loans and overdrafts	36,001	135,262
Hire purchase interest	32,902	31,365
On overdue tax	3,555	-
	529,493	464,969
6 Taxation Current tax charge	2009	2008
Factors affecting the tax charge for the year		
Loss on ordinary activities before taxation	(2,062,218)	(2,715,091)
Loss on ordinary activities before taxation multiplied by standard rate of	(577 404)	(700,005)
·		(760,225)
UK corporation tax of 28.00% (2008 - 28.00%)	(577,421)	(100,220)
·	(577,421)	
UK corporation tax of 28.00% (2008 - 28.00%)	3,507	1,716
UK corporation tax of 28.00% (2008 - 28.00%)  Effects of:	<u></u>	<u>·</u>
UK corporation tax of 28.00% (2008 - 28.00%)  Effects of: Non deductible expenses	3,507	1,716 235,680
UK corporation tax of 28.00% (2008 - 28.00%)  Effects of: Non deductible expenses Depreciation in advance of capital allowances	3,507 102,823	1,716 235,680
UK corporation tax of 28.00% (2008 - 28.00%)  Effects of: Non deductible expenses Depreciation in advance of capital allowances Other timing differences	3,507 102,823 (4,096)	1,716 235,680 (2,786)
UK corporation tax of 28.00% (2008 - 28.00%)  Effects of: Non deductible expenses Depreciation in advance of capital allowances Other timing differences	3,507 102,823 (4,096) 475,187	1,716 235,680 (2,786) 525,615

Following due consideration of the availability of tax losses in relation to future anticipated taxable profits, the deferred tax asset has not been recognised. The total deferred tax asset, including decelerated capital allowances, is circa £2.6m. The deferred tax asset will be fully recoverable should there be appropriate future taxable profits.

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# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2009

Tangible fixed assets	Land and buildings Freehold £	Plant and machinery	Total £
Cost			
At 1 January 2009	422,834	4,205,730	4,628,564
Additions	23,511	50,411	73,922
Disposals	-	(1,127)	(1,127)
At 31 December 2009	446,345	4,255,014	4,701,359
Depreciation			
At 1 January 2009	50,145	2,290,024	2,340,169
On disposals	-	(845)	(845)
Charge for the year	18,371	347,345	365,716 
At 31 December 2009	68,516	2,636,524	2,705,040
Net book value			
At 31 December 2009	377,829	1,618,490	1,996,319
At 31 December 2008	372,689	1,915,706	2,288,395
	<del></del> _	=======================================	<del></del>

Included above are assets held under finance leases or hire purchase contracts as follows:

	Plant and machinery
	£
Net book values At 31 December 2009	550,793
At 31 December 2008	640,969
Depreciation charge for the year At 31 December 2009	90,176
At 31 December 2008	257,859

During the year the directors have re-assessed the remaining useful economic lives of major printing machines within plant and machinery based on actual experience. These machines are now assessed to have a useful economic life of 7-11 years rather than 5 previously. The effect has been to reduce the depreciation charge for the year by an amount of £474,551.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2009

8	Stocks and work in progress	2009 £	2008 £
	Raw materials and consumables	507,334	367,682
	Work in progress	17,993	4,811
	Finished goods and goods for resale	1,226,827	1,471,060 
		1,752,154	1,843,553
9	Debtors	2009 £	2008 £
		~	_
	Trade debtors	2,113,184	2,416,028
	Amounts owed by parent and fellow subsidiary undertakings	980,751	504,997
	Other debtors	10,342	32,226
	Prepayments and accrued income	156,411	124,522
		3,260,688	3,077,773
10	Creditors: amounts falling due within one year	2009 £	2008 £
		~	_
	Net obligations under hire purchase contracts	168,628	176,227
	Trade creditors	834,948	952,965
	Amounts owed to parent and fellow subsidiary undertakings	1,120,687	326,730
	Taxes and social security costs	224,466	330,283
	Other creditors	1,260,454	1,081,978
	Accruals and deferred income	722,778	364,181
		4,331,961	3,232,364

Included within other creditors are invoice financing liabilities of £1,224,458 (2008 - £1,048,134) secured on trade debtors.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2009

11	Creditors: amounts falling due after more than one year	2009 £	2008 £
	Loans due to group undertakings	7,389,590	6,561,066
	Net obligations under hire purchase contracts	155,229	324,197
		7,544,819 ———	6,885,263
	Analysis of loans		0.504.000
	Wholly repayable within five years	7,389,590	6,561,066
		7,389,590	6,561,066
	Loan maturity analysis		
	In more than one year but not more than two years	7,389,590 ————	6,561,066
	Net obligations under hire purchase contracts		
	Repayable within one year	168,628	176,227
	Repayable between one and five years	155,229	324,197
		323,857	500,424
	Included in liabilities falling due within one year	(168,628)	(176,227)
		155,229	324,197

The long term loan represents a loan from the parent company Mayer-Kuvert-network GmbH. The loan amount is made up of several unsecured loans which bear interest at varying rates between 6.25% and 7.25%.

# 12 Pension and other post-retirement benefit commitments Defined contribution

	2009	2008
	£	£
Contributions payable by the company for the year	96,878	107,477
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# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2009

13	Share capital	2009 £	2008 £
	Authorised 4,500,000 Ordinary shares of £1 each	4,500,000	4,500,000
	Allotted, called up and fully paid 4,380,168 Ordinary shares of £1 each	4,380,168 ———	4,380,168
14	Statement of movements on profit and loss account		Profit and loss account £
	Balance at 1 January 2009 Loss for the year		(7,153,334) (2,062,218)
	Balance at 31 December 2009		(9,215,552)
15	Reconciliation of movements in shareholders' funds	2009 £	2008 £
	Loss for the financial year  Opening shareholders' funds	(2,062,218) (2,773,166)	(2,715,091) (58,075)
	Closing shareholders' funds	(4,835,384)	(2,773,166)

### 16 Financial commitments

At 31 December 2009 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 December 2010:

	Land and buildings		Other	
	2009	2008	2009	2008
	3	£	£	£
Operating leases which expire:			21,699	13,535
Vithin one year Between two and five years n over five years	**	<del>-</del>	78,056	47,753
	158,595	158,595	-	
	158,595	158,595	99,755	61,288
	<del></del> =			=======================================

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2009

17	Directors' emoluments	2009 £	2008 £
	Emoluments for qualifying services Company pension contributions to money purchase schemes	69,167 4,742	55,740 3,529
		73,909	59,269

The number of directors for whom retirement benefits are accruing under money purchase pension schemes amounted to 1 (2008 - 1).

#### 18 Employees

## Number of employees

The average monthly number of employees (including directors) during the year was:

year was.	2009 Number	2008 Number
Manufacturing	99	99
Other	25	38
	124	137
Employment costs	2009	2008
	£	£
Wages and salaries	3,027,145	3,151,597
Social security costs	258,369	285,982
Other pension costs	96,878	107,477
	3,382,392	3,545,056
	<del></del>	

#### 19 Control

The immediate parent company is Mayer-Kuvert (UK) Holdings Limited, a company registered in Scotland. Mayer-Kuvert (UK) Holdings Limited prepares group consolidated accounts and copies can be obtained from Unit 1 Block 7, Whiteside Industrial Estate, Bathgate, West Lothian, EH48 2RX.

The Company's ultimate controlling parties are Mayer-Kuvert-network GmbH, incorporated and registered in Germany and Eco Invest s a, incorporated and registered in the Republic of Slovakia. Copies of the consolidated financial statements of Mayer-Kuvert-network GmbH can be obtained from Mayer-Kuvert-network GmbH, Wannenackerstrasse65, 74078 Heilbronn Germany. The financial statements of Eco Invest s a can be obtained from Obchodna ulica 2 6, 811 08 Bratislava, Republic of Slovakia.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2009

### 20 Related party transactions

The company has taken advantage of the exemption in Financial Reporting Standard Number 8 from the requirement to disclose transactions with group companies on the grounds that consolidated financial statements are prepared by the ultimate parent company.