

THE OXFORD AMNESTY LECTURES LIMITED

Report and Accounts

for the year ended
31 August 2003

Company registration number 2607875

Registered charity number 1010785



A09
COMPANIES HOUSE

AQ7Z8UH2

0613
22/04/04

THE OXFORD AMNESTY LECTURES LIMITED

- 1 -

Trustees' Annual Report for the year ended 31 August 2003

The Trustees present their report and accounts for the year ended 31 August 2003 and confirm that the accounts comply with current statutory requirements and with the requirements of the charity's memorandum and articles of association which is its governing document.

The company is a registered charity. The charity registration number is 1010785.

The company registration number is 2607875. This is a company registered by guarantee and does not have a share capital. The liability of the members in the event of a winding up is limited to £1 each.

The registered office of the charity is :
6 Parker Street, Oxford, OX4 1TD

The Trustees/Directors who have acted during the course of the financial year are:

C. J. B. Miller

F. E. Pagnier

W. Williams - resigned 22.4.03

D. Rankin - resigned 22.4.03

N. Owen

R. Scholar - appointed 22.4.03

K. Tunstall - appointed 22.4.03

The Company Secretary is Ms F. Pagnier.

The objects of the company continue to be education of the public in the field of human rights, in particular by provision of lectures, and the support of Amnesty International.

The company had net assets of £5574 brought forward from the previous financial year. It received income, mainly from ticket sales, sponsorship & serial rights, of £20208, and made payments of £12708 which includes a donation of £7000 to Amnesty International. This resulted in an operating surplus of £7500. It also received bank interest of £257. Net assets carried forward as at 31.8.03 amounted to £13331.

The organisation work of the company was, as last year, undertaken primarily by its directors, who are also charitable trustees. There is no paid member of staff. The trustees are reimbursed for their expenses necessarily incurred as per note 3 to the accounts.

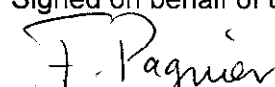
A payment was made to Kay V. Strawson, Chartered Accountant, who acts as the company's independent examining accountant.

The company holds no assets fixed or movable, and occupies no premises of its own.

A statement of directors' responsibilities is attached.

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

Signed on behalf of the board of directors on 24.04.....


Ms F. Pagnier

Trustee

Statement of Directors' Responsibilities
for the year ended 31 August 2003

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 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;
- 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 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.

Accountant's report on the unaudited accounts to the directors of
The Oxford Amnesty Lectures Limited

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 31 August 2003, set out on pages 4 to 6, and you consider that the company is exempt both from an audit and a report under section 249A(2) of the Companies Act 1985. In accordance with your instructions, I 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 me.



Kay V. Strawson
Chartered Accountant

Date.....2.4.04.....

Red Cottage
Moor Road
Walesby
Market Rasen
Lincolnshire

Summary Income & Expenditure Account for the year ended 31 August 2003

	<u>Year ended</u> <u>31.8.03</u>		<u>Year ended</u> <u>31.8.02</u>	
	£	£	£	£
<u>GROSS INCOME - continuing operations</u>				
Ticket sales		9500		3193
Advances from publishers, book sales & royalties		7675		3156
Serial rights		720		505
Sponsorship & donations		2313		800
		20208		7654
 Fund-raising costs	5168		4931	
Administration expenses	540		270	
Charity activities	7000		6000	
		12708		11201
 <u>OPERATING SURPLUS/-DEFICIT</u>				
<u>- continuing operations</u>		7500		-3547
 Interest receivable		257		220
 <u>SURPLUS/-DEFICIT ON ORDINARY</u>				
<u>ACTIVITIES FOR THE YEAR</u>		7757		-3327
 Unrestricted accumulated fund b/fwd		5574		8901
 Unrestricted accumulated fund c/fwd		£13,331		£5,574

Total recognised gains & losses

The charity has no recognised gains or losses other than the surplus for the above two financial years.

The notes on page 6 form part of these accounts.

THE OXFORD AMNESTY LECTURES LIMITED

- 5 -

Balance Sheet as at 31 August 2003

	<u>notes</u>	<u>31.8.03</u> £	<u>31.8.02</u> £
<u>CURRENT ASSETS</u>			
Debtors & prepayments		86	40
Cash at bank & in hand		13480	5769
		13566	5809
<u>CREDITORS :</u>			
Amounts falling due within one year	4	235	235
<u>NET CURRENT ASSETS</u>			
		£13,331	£5,574
<u>RESERVES</u>			
Unrestricted accumulated fund		£13,331	£5,574

For the year ended 31 August 2003 the company was entitled to exemption from audit under section 249A(1) of the Companies Act 1985. No notice has been deposited under section 249B(2) in relation to the accounts for the financial year.

The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 221 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 226 of the Act, 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 of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Board of Trustees on2.4.04..... and signed on its behalf by


Ms F. Pagnier Trustee


C. J. B. Miller Trustee

The notes on page 6 form part of these accounts.

Notes to the accounts for the year ended 31 August 2003

1) COMPANY STATUS AND MEMBERS' LIABILITY

The company is a private company limited by guarantee and not having a share capital. The extent of the liability of each member of the company on a winding up is limited to a maximum of £1.

2) ACCOUNTING POLICIES

Accounting convention

The financial statements are prepared under the historical cost convention. The Statement of Recommended Practice 'Accounting by Charities' has been applied.

Gross income

Gross Income comprises all income receivable from ticket sales, publishers' advances and related sources.

3) TRUSTEES' EXPENSES

Several trustees were reimbursed for expenses necessarily incurred on behalf of the charity. Four trustees were reimbursed a total of £251 for publicity costs. Four trustees were reimbursed a total of £544 for travel, accommodation and entertainment for the guest speakers. One trustee was reimbursed £111 for recording expenses. One trustee was reimbursed a total of £65 for stationery and telephone expenses. This amounts to a total reimbursement of £971.

4) CREDITORS : amounts falling due within one year

	<u>2003</u>	<u>2002</u>
Accrual	235	235
	£235	£235