

DALE FACILITIES MANAGEMENT LIMITED.

**Annual Report and Accounts
for the year ended 31 May 2003.**



Saint & Co.
Chartered Accountants,
Whitehaven.

DALE FACILITIES MANAGEMENT LIMITED

Report of the Directors

The Directors present their Annual Report with the Accounts of the Company for the year ended 31 May 2003.

PRINCIPAL ACTIVITY

The principal activity of the Company is the provision of Quantity Surveying Services.

DIRECTORS AND SHAREHOLDINGS

The Directors and their shareholdings throughout the year were:

	<u>2003</u>	<u>2002</u>
J. J. Woodbridge	2	2
S. M. Woodbridge	498	498
L. K. Woodbridge	NIL	NIL

DIRECTORS' RESPONSIBILITIES

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:

- 1) select suitable accounting policies and then apply them consistently;
- 2) make judgements and estimates that are reasonable and prudent;
- 3) 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.

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

Signed on behalf of the board of Directors

.....*S. M. Woodbridge*..... Director
S. M. WOODBRIDGE

Approved by the Board on 22 - 4 - 2004

DALE FACILITIES MANAGEMENT LIMITED**Profit and Loss Account for the year ended 31 May 2003**

	<u>Notes</u>	<u>2003</u>	<u>2002</u>
		£	£
Turnover		59593	57972
Cost of Sales		<u>36989</u>	<u>39027</u>
Gross Profit		22604	18945
Administrative Expenses		1561	1703
Interest Receivable		<u>1</u>	<u>5</u>
Profit on Ordinary Activities before Taxation	2	21044	17247
Tax on Profit on Ordinary Activities		<u>2607</u>	<u>2470</u>
Profit on Ordinary Activities after Tax and for the financial year		18437	14777
Dividends		<u>18000</u>	<u>14000</u>
Retained Profit for the year		437	777
Retained Profit brought forward		(2314)	(3091)
		—	—
Retained Profit carried forward		<u>£(1877)</u>	<u>£(2314)</u>

DALE FACILITIES MANAGEMENT LIMITED**Balance Sheet as at 31 May 2003**

	<u>Notes</u>	<u>2003</u>	<u>2002</u>
		£	£
FIXED ASSETS			
Tangible Assets	3	-	-
CURRENT ASSETS			
Debtors	4	1559	2722
Cash at Bank and In Hand		<u>1200</u>	<u>323</u>
		2759	3045
CREDITORS			
Amounts falling due within one year	5	<u>3636</u>	<u>4359</u>
NET CURRENT (LIABILITIES)		(877)	(1314)
		<u>£(877)</u>	<u>£(1314)</u>
CAPITAL AND RESERVES			
Called-Up Share Capital	6	1000	1000
Profit and Loss Account		(1877)	(2314)
		<u>£(877)</u>	<u>£(1314)</u>

For the financial year ended 31 May 2003, the Company was entitled to exemption from audit under Section 249A(1) Companies Act 1985; and no notice has been deposited under Section 249B(2). The Directors acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with Section 221 and 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 and which otherwise comply with the requirements of the Companies Act 1985, 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, and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Signed on behalf of the board of Directors

..... *S. M. Woodbridge* Secretary
S. M. WOODBRIDGE

Approved by the Board on.. 22-11-2004

DALE FACILITIES MANAGEMENT LIMITED

Notes to the Accounts for the year ended 31 May 2003

1. ACCOUNTING POLICIES

- a) The accounts have been prepared under the historical cost convention.
- b) Turnover represents invoiced provision of services and expenses reimbursements.
- c) Depreciation has been charged at 33⅓% straight line on Tangible Fixed Assets.
- d) The Company has taken advantage of the exemption in Financial Reporting Standard No. 1 from producing a Cash Flow Statement, on the grounds that it is a small company.

2. PROFIT ON ORDINARY ACTIVITIES BEFORE TAX

	<u>2003</u>	<u>2002</u>
	£	£
Profit is stated after charging:-		
Depreciation	-	-
	===	===

3. TANGIBLE FIXED ASSETS

	<u>Computer Equipment</u>
	£
<u>Cost</u>	
At 1 June 2002 and 31 May 2003	£1499
	===
<u>Depreciation</u>	
At 1 June 2002	1499
Charge for year	-
At 31 May 2003	£1499
	===
<u>Net Book Value</u>	
31 May 2003	£ -
	===
31 May 2002	£ -
	===

DALE FACILITIES MANAGEMENT LIMITED**Notes to the Accounts for the year ended 31 May 2003****4. DEBTORS**

	<u>2003</u>	<u>2002</u>
	£	£
Trade Debtors	1000	900
Taxation Recoverable	160	160
Directors Loan	<u>399</u>	<u>1662</u>
	£1559	£2722
	=====	=====

5. CREDITORS: Amounts falling due within one year:

	<u>2003</u>	<u>2002</u>
	£	£
Corporation Tax	2603	2453
Taxation and Social Security	182	173
Accruals	<u>851</u>	<u>1733</u>
	£3636	£4359
	=====	=====

6. CALLED-UP SHARE CAPITAL

	<u>2003</u>	<u>2002</u>
	£	£
Authorised, Allotted, Called-Up and Fully Paid		
1000 Ordinary Shares of £1	<u>£1000</u>	<u>£1000</u>
	=====	=====

7. TRANSACTIONS WITH DIRECTORS

Various transactions occurred between the Company and a Director. At the commencement of the year the Director owed £1662 to the Company and at the end of the year £399.