

**BUSINESS LINK SHROPSHIRE LIMITED
(COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF ACCOUNTS
YEAR ENDED 31 MARCH 2000**

Registered in England and Wales
Company No. 2889740



**BUSINESS LINK SHROPSHIRE LIMITED
(COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF ACCOUNTS
YEAR ENDED 31 MARCH 2000**

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**BUSINESS LINK SHROPSHIRE LIMITED
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DIRECTORS' REPORT

The directors present their report and the audited accounts for the year ended 31 March 2000.

PRINCIPAL ACTIVITIES

The principal activity of the company is the provision of business support services to local companies.

BUSINESS REVIEW

The results for the period are set out in detail in the profit and loss account on page 4.

The loss for the year of £369 has been set against reserves.

FUTURE DEVELOPMENTS

During July 1999 the Government published a consultation document "Learning to Succeed".

Under these arrangements the contract for business support services was put out to tender by Government under open competition. The local Business Link Partnership's bid for providing these services was successful and subject to satisfactory negotiations Business Link Shropshire Limited will deliver business support services under contract with the Small Business Service.

A business plan has been prepared and this, together with other aspects of transitional work involved in the change are being monitored by the main board and also a newly formed shadow board. The shadow board, which will replace the existing board once the transition has been completed, comprises nominated representatives from the Partnership and representatives from small and medium sized organisations.

FIXED ASSETS

Changes in fixed assets are shown in note 5.

DIRECTORS

The directors of the company who except where indicated served throughout the period were as follows:

John Clayton	Roger Evans (resigned 12 August 1999)
Howard Fargher (resigned 12 August 1999)	Dr Roger Hargreaves
Louise Lomax (appointed 2 July 1999)	Mike Lowe
Derek Peden (appointed 16 November 1999)	Richard Phillips
John Roberts (appointed 12 August 1999)	Angie Robinson
Charles Smith (resigned 2 July 1999)	

CORPORATE GOVERNANCE

Due to the size and nature of the company, there are no requirements for it to comply with the Code of Best Practice on the Financial Aspects of Corporate Governance, issued by the Cadbury Committee.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial period 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:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent

**BUSINESS LINK SHROPSHIRE LIMITED
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DIRECTORS' REPORT (continued)

- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business (if no separate statement of going concern is made by the directors).

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 of fraud and other irregularities.

AUDITORS

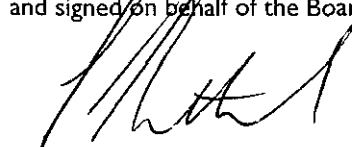
A resolution to re-appoint Moore Stephens as auditors will be proposed at the forthcoming Annual General Meeting.

DISABLED PERSONS

In its staff practices, the company gives full and fair consideration to people with disabilities, having due regard to their aptitudes and abilities, and training is arranged as necessary.

Where an employee becomes disabled, arrangements are made for any training that may be necessary for their continued employment.

Approved by the Board of Directors
and signed on behalf of the Board



J. Blatherwick
Secretary

29 January 2001

Trevithick House
Stafford Park 4
Telford
TF3 3BA

**BUSINESS LINK SHROPSHIRE LIMITED
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**AUDITORS' REPORT TO THE MEMBERS
OF BUSINESS LINK SHROPSHIRE LIMITED**

We have audited the financial statements on pages 4 to 9 which have been prepared under the historical cost convention and the accounting policies set out on page 6.

Respective responsibilities of directors and auditors

As described on page 1 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of affairs of the company at 31 March 2000 and of the result for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

29 January 2000

Moore Stephens

Moore Stephens
Registered Auditors
Chartered Accountants
Pride Hill House
23 St. Mary's Street
Shrewsbury
Shropshire
SY1 1ED

**BUSINESS LINK SHROPSHIRE LIMITED
(COMPANY LIMITED BY GUARANTEE)**

**PROFIT AND LOSS ACCOUNT
YEAR ENDED 31 MARCH 2000**

	Notes	Year ended 31 March 2000 £	Year ended 31 March 1999 £
INCOME	1	1,726,470	1,970,923
Direct expenditure		<u>(1,345,934)</u>	<u>(1,417,249)</u>
GROSS PROFIT		380,536	553,674
Administrative expenses		(525,317)	(649,855)
Other operating income		<u>130,225</u>	<u>151,223</u>
OPERATING (LOSS) PROFIT		(14,556)	55,042
Interest receivable		<u>18,219</u>	<u>23,245</u>
PROFIT BEFORE TAXATION		3,663	78,287
Taxation	3	<u>(4,032)</u>	<u>(16,660)</u>
(LOSS) PROFIT FOR THE YEAR TRANSFERRED (AGAINST) TO RESERVES	9	<u><u>(369)</u></u>	<u><u>61,627</u></u>

None of the company's activities were acquired or discontinued during the above two financial years.

There are no recognised gains and losses in 2000 or 1999 other than the (loss) profit for the year.

**BUSINESS LINK SHROPSHIRE LIMITED
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BALANCE SHEET - 31 MARCH 2000

	Notes	£	2000 £	£	1999 £
FIXED ASSETS					
Tangible assets	5		29,281		91,234
CURRENT ASSETS					
Debtors	6	175,524		382,740	
Cash at bank and in hand		<u>709,314</u>		<u>517,272</u>	
		<u>884,838</u>		<u>900,012</u>	
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR					
	7	<u>478,847</u>		<u>495,605</u>	
NET CURRENT ASSETS					
			<u>405,991</u>		<u>404,407</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
			435,272		495,641
CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR					
	8		-		<u>(60,000)</u>
			<u>435,272</u>		<u>435,641</u>
CAPITAL AND RESERVES					
Profit and Loss Account	9		<u>435,272</u>		<u>435,641</u>

Signed on behalf of the Board of Directors

J. Clayton

29 January 2001

**BUSINESS LINK SHROPSHIRE LIMITED
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**NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2000**

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with applicable accounting standards.

The particular accounting policies adopted are described below.

(a) Accounting convention

The financial statements have been prepared under the historical cost convention.

(b) Income

Income represents net invoiced sales of goods and services, excluding VAT.

(c) Tangible fixed assets

Depreciation is calculated to write off the cost of assets, using the straight line basis, over their estimated useful lives at the following rates:

Fixtures and fittings	20% per annum
Leasehold Improvements	20% per annum
Office Equipment	20% per annum
Computer Equipment	33.3% per annum

(d) Operating Leases

Leasing costs are expensed as incurred.

(e) Government Grants

Government Grants on capital expenditure are credited to a deferral account and are released to revenue over the expected useful life of the relevant asset by equal annual instalments. Grants of a revenue nature are credited to income in the period to which they relate.

(f) Pensions

Contributions to direct employee personal pension plans are expensed as incurred.

2. OPERATING (LOSS) PROFIT

	Year ended 31 March 2000 £	Year ended 31 March 1999 £
The operating (loss) profit is stated after charging:		
Directors remuneration	-	-
Staff costs	556,255	569,942
Auditors remuneration	3,000	2,500
Depreciation	81,335	65,616
Rentals under operating leases	<u> </u>	<u>67,770</u>
and after crediting:		
Amortisation	<u>48,708</u>	<u>48,708</u>

**BUSINESS LINK SHROPSHIRE LIMITED
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**NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2000**

6. DEBTORS

	2000 £	1999 £
Due within one year:		
Amount due from parent company	-	179,107
Trade debtors	138,861	177,260
Our debtors	200	-
Accrued income	23,778	12,530
Prepayments	<u>12,685</u>	<u>13,843</u>
	<u>175,524</u>	<u>382,740</u>

**7. CREDITORS: AMOUNTS FALLING DUE
WITHIN ONE YEAR**

Amounts due to parent company	81,543	-
Trade creditors	100,336	145,996
Other creditors	24,234	21,214
Corporation tax	4,032	16,660
Other taxation	29,580	38,990
Accruals	95,322	61,758
Deferred income	<u>143,750</u>	<u>210,987</u>
	<u>478,847</u>	<u>495,605</u>

**8. CREDITORS: AMOUNTS FALLING DUE
AFTER MORE THAN ONE YEAR**

Other creditors	-	<u>60,000</u>
	-	<u>60,000</u>

Included in creditors is deferred income of £9,172 (1999: £57,880) relating to capital grants received. The gross amount of grants received to 31 March 2000 was £342,956 (1999: £342,956). In certain circumstances, these grants may become repayable, wholly or in part, to the Department of Trade and Industry. However, the directors are of the opinion that these circumstances are sufficiently remote that any amounts repayable will be less than the figures included in deferred income.

9. PROFIT AND LOSS ACCOUNT

	£
Balance at 1 April 1999	435,641
(Loss) Profit for the year	<u>(369)</u>
Balance at 31 March 2000	<u>435,272</u>

10. CAPITAL

The Company is limited by guarantee and has no share capital.

Under the terms of the Memorandum of Association the liability of each member is limited to £1 in the event of the winding up of the company.

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**NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2000**

11. CONTINGENT LIABILITIES

There were no contingent liabilities at the balance sheet date.

12. FINANCIAL COMMITMENTS

Operating lease commitments

All commitments under operating leases are fully provided in these accounts.

Capital commitments

At 31 March 2000 there were no capital commitments.

13. DEFINED CONTRIBUTION PENSION SCHEME

The company is a member of Shropshire Chamber of Commerce Training and Enterprise Group Personal Pension Plan, which is a defined contribution scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £ 29,314 (1999: £34,310).

Other than provided for in the accounts the company has no outstanding commitments in respect of its contributions to direct employee personal pension plans.

14. ULTIMATE HOLDING COMPANY

In the opinion of the directors Business Link Shropshire Limited is a wholly owned subsidiary of Shropshire Chamber of Commerce, Training and Enterprise Limited, its ultimate holding company.

During the year the company received funding from Shropshire Chamber of Commerce, Training and Enterprise Limited amounting to £1,267,685 (1999: £1,575,661) In addition, Shropshire Chamber of Commerce, Training and Enterprise Limited made charges for property services and recovered disbursed payroll costs, incurred on behalf of Business Link Shropshire Limited amounting to £598,255 (1999: £646,376).