

**Abbreviated Accounts** 

for the year ended 31 October 2000

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## Directors' Report for the year ended 31 October 2000

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

#### Principal Activity and Review of the Business

The company's main activity remained that of manufacturer of window ventilation units and distributors of P.V.C. doors. The company is a fully owned subsidiary of Brook Vent Manufacturing Limited.

Overall performance remained steady during the period and the directors consider the results for the year and the year end financial position to be satisfactory.

#### **Results And Dividends**

The results for the year are set out on page 4.

It is proposed that the retained profit of £470,380 be transferred to reserves.

#### **Research and Development**

Research and development costs are written off in the year in which they are incurred.

#### **Directors and their Interests**

The directors who served during the year and their interests in the company are as stated below:

	Ordinary share	
	2000	1999
William J. Divers	_	-
W. Andrew Dumican	-	-
William Gray	-	-
Roy McCandless	-	-
Tommy Telford	-	-
Helen Kirkpatrick Non - Executive	-	-

Mr. William Divers owns 92.3% of the shares in Brook Vent Manufacturing Limited. Brook Vent Manufacturing Limited own 100% of the issued share capital in Brook Design Hardware Limited.

#### **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 the affairs of the company and of the profit or loss of the company for that year. In preparing these the directors are required to:

- select suitable accounting policies and 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.

## Directors' Report for the year ended 31 October 2000

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 (NI) Order 1986. 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.

#### **Auditors**

In accordance with Article 392 of the Companies (NI) Order 1986, a resolution proposing that McCleary & Company be reappointed as auditors of the company will be put to the Annual General Meeting.

This report is prepared in accordance with the special provisions of Part VIII of the Companies (NI) Order 1986 relating to medium-sized companies.

This report was approved by the Board on 18 December 2000 and signed on its behalf by

Andrew Dumican

Secretary

## Auditors' Report to Brook Design Hardware Limited under Article 255B of the Companies (NI) Order 1986

We have examined the abbreviated accounts set out on pages 4 to 19 together with the financial statements of Brook Design Hardware Limited for the year ended 31 October 2000 prepared under Article 234 of the Companies (NI) Order 1986.

#### Respective responsibilities of directors and auditors

The directors are responsible for preparing abbreviated accounts in accordance with Article 254A of the Companies (NI) Order 1986. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with Article 254(3) of the Order to the registrar of companies and whether the accounts to be delivered are properly prepared in accordance with those provisions and to report our opinion to you.

#### Basis of opinion

We have carried out the procedures we considered necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts are properly prepared. The scope of our work for the purpose of this report did not include examining or dealing with events after the date of our report on the full financial statements.

#### **Opinion**

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with Article 254(3) of the Companies (NI) Order 1986 in respect of the year ended 31 October 2000, and the abbreviated accounts on pages 4 to 19 are properly prepared in accordance with those provisions.

McCleary & Company
Chartered Accountants and

**Registered Auditor** 

Quaker Buildings High Street Lurgan

18 December 2000

## Abbreviated Profit and Loss Account for the year ended 31 October 2000

#### **Continuing operations**

		2000	1999
	Notes	£	£
Gross profit		2,422,879	2,360,116
Distribution costs Administrative expenses		(231,827) (1,577,748)	(271,624) (1,506,117)
Operating profit	2	613,304	582,375
Interest receivable and similar income Interest payable and similar charges	3	62,391 (10,387)	48,452 (24,146)
Profit on ordinary activities before taxation		665,308	606,681
Tax on profit on ordinary activities	7	(194,928)	(206,464)
Retained profit for the year		470,380	400,217
Retained profit brought forward		3,296,696	2,896,479
Retained profit carried forwar	rd	3,767,076	3,296,696

There are no recognised gains or losses other than the profit or loss for the above two financial years.

## Balance Sheet as at 31 October 2000

		20	000	19	199
	Notes	£	£	£	£
Fixed Assets					
Tangible assets	8		291,565		317,912
Investments	9		1,923,203		1,923,203
			2,214,768		2,241,115
Current Assets					
Stocks	10	544,403		473,081	
Debtors	11	847,678		947,913	
Cash at bank and in hand		1,606,755		1,238,323	
		2,998,836		2,659,317	
Creditors: amounts falling due within one year	12	(1,290,331)		(1,300,178)	
Net Current Assets		<del> </del>	1,708,505		1,359,139
Total Assets Less Current Liabilities			3,923,273		3,600,254
Creditors: amounts falling due after more than one year	13		(2,624)		(140,583)
Provision for Liabilities					
and Charges	14		(24,714)		(33,107)
Accruals and deferred income	15		(8,859)		(9,868)
Net Assets			3,887,076		3,416,696
Capital and Reserves					
Called up share capital	16		120,000		120,000
Profit and loss account			3,767,076		3,296,696
<b>Equity Shareholders' Funds</b>	17		3,887,076		3,416,696

These abbreviated accounts have been prepared in accordance with the special provisions relating to medium companies under Part VIII of the Companies (NI) Order 1986.

The abbreviated accounts were approved by the Board on 18 December 2000 and signed on its behalf by

William J. Divers

Director

The notes on pages 7 to 19 form an integral part of these financial statements.

# Cash Flow Statement for the year ended 31 October 2000

	Notes	2000 £	1999 £
Reconciliation of operating profit to net cash inflow from operating activities			
Operating profit		613,304	582,375
Depreciation		93,403	101,502
(Increase) in stocks		(71,322)	(39,850)
Decrease in debtors		100,235	(78,251)
Increase in creditors		54,520	36,966
Government grant released		(3,009)	(3,466)
Net cash inflow from operating activities		787,131	599,276
CASH FLOW STATEMENT			
Net cash inflow from operating activities		787,131	599,276
Returns on investments and servicing of finance	23	52,004	24,306
Taxation	23	(192,974)	(299,102)
Capital expenditure	23	(65,057)	(90,590)
		581,104	233,890
Financing	23	(212,673)	(62,808)
Increase in cash in the year		368,431	171,082
Reconciliation of net cash flow to movement in net	funds (Note 24)		
Increase in cash in the year		368,431	171,082
Cash outflow from increase in debts and lease financi	ng	212,673	62,808
Change in net funds resulting from cash flows		581,104	233,890
Net funds at 1 November 1999		1,009,515	775,625
Net funds at 31 October 2000		1,590,619	1,009,515

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

#### 1. Accounting Policies

#### 1.1. Accounting convention

The accounts are prepared under the historical cost convention.

#### 1.2. Turnover

Turnover represents the total invoice value, excluding value added tax, of sales made during the year.

#### 1.3. Research and development

Research expenditure is written off to the profit and loss account in the year in which it is incurred.

#### 1.4. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Leasehold properties

20% Straight Line

Plant and machinery

25% Reducing Balance

Fixtures, fittings

and equipment

15%, 25% & 33% Reducing Balance

Motor vehicles

33% Reducing Balance

#### 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 charge on each payment made.

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

#### 1.6. Investments

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

#### 1.7. Stock and work in progress

Stock of raw materials and factored goods are valued at the lower of cost and net realisable value on a FIFO basis. Manufactured goods and work in progress are valued at standard cost.

#### 1.8. Pensions

The pension costs charged in the financial statements represent the contribution payable by the company during the year.

#### 1.9. Deferred taxation

Provision is made for deferred taxation using the liability method to take account of timing differences between the incidence of income and expenditure for taxation and accounting purposes except to the extent that the directors consider that a liability to taxation is unlikely to materialise.

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

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#### 1.10. Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the Profit and Loss account.

#### 1.11. Government grants

Grants are credited to deferred revenue. Grants towards capital expenditure are released to the profit and loss account over the expected useful life of the assets. Grants towards revenue expenditure are released to the profit and loss account as the related expenditure is incurred.

2.	Operating profit	2000 £	1999 £
	Operating profit is stated after charging:		
	Depreciation of tangible assets	99,474	105,403
	Research and development		
	- expenditure in current year	161	2,990
	(Profit) / Loss on foreign currencies	2,298	6,131
	Auditors' remuneration	8,820	8,000
	Auditors' remuneration from non-audit work	5,046	2,400
	and after crediting:		
	Profit on disposal of tangible fixed assets	6,071	3,901
	Amortisation of grants	3,009	3,465
	Government grants	10,922	3,069
3.	Interest receivable and similar income	2000	1999
		£	£
	Bank interest	62,391	48,452
4.	Interest payable and similar charges	2000	1999
••	Theoret pullulate and similar charges	£	£
	On bank loans and overdrafts	8,691	22,346
	Lease finance charges and hire purchase interest	1,696	1,800
		10,387	24,146
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## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

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### 5. Employees

### Number of employees

The average monthly numbers of employees (including the directors) during the year were:

16	16
32	33
8	10
56	59
2000	1999
£	£
825,342	958,950
57,358	55,285
9,448	9,741
892,148	1,023,976
	32 8 56 2000 £ 825,342 57,358 9,448

2000

1999

#### 5.1. Directors' emoluments

	2000	1999
	£	£
Remuneration and other emoluments	-	1,668

### 6. Pension costs

The company operates a defined contribution pension scheme in respect of the staff. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and amounted to £9,448 (1999 - £9,741).

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

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7.	Taxation  UK current year taxation				2000 £	1999 £
	UK Corporation Tax at 30% (1999 - 3	80%)			204,028	173,357
	Transfer from deferred taxation	7070)			(8,393)	33,107
	Transfer from deferred absauton				(0,373)	
					195,635	206,464
	Prior years					
	UK Corporation Tax				(707)	-
					194,928	206,464
					===	
8.	Tangible fixed assets					
		Short	Plant and	Fixtures,	Motor	Total
		leasehold	machinery	fittings &	vehicles	
		property		equipment		
		£	£	£	£	£
	Cost					
	At 1 November 1999	54,958	•	1 <b>8</b> 4,445	82,397	962,262
	Additions	1,735	5	15,779	40,972	<b>78,</b> 934
	Disposals		(14,337)	(7,624)	(41,951)	(63,912)
	At 31 October 2000	56,693	646,573	192,600	81,418	977,284
	Depreciation					
	At 1 November 1999	36,806	463,084	87,086	57,374	644,350
	On disposals	-	(12,546)	(5,403)	(40,156)	(58,105)
	Charge for the year	5,366	46,866	28,433	18,809	99,474
	At 31 October 2000	42,172	497,404	110,116	36,027	685,719
	Net book values				_	_
	At 31 October 2000	14,521	149,169	82,484	45,391	291,565
	At 31 October 1999	18,152	177,378	97,359	25,023	317,912

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

..... continued

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

	20	2000			
Asset description	Net book value £	Depreciation charge £	Net book value £	Depreciation charge £	
Motor vehicles	20,913	10,300	25,021	26,951	

#### 9. Fixed Asset Investments

10.

	Loan due by Holding Company	Total	
	£	£	
Cost			
At 1 November 1999 &			
At 31 October 2000	1,923,203	1,923,203	
Net book values	<del></del>		
At 31 October 2000	1,923,203	1,923,203	
At 31 October 1999	1,923,203	1,923,203	

Stocks	2000	1999
	£	£
Raw materials and consumables	249,118	244,315
Work in progress	72,541	81,783
	321,659	326,098
Finished goods and goods for resale	222,744	146,983
	544,403	473,081

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

2000

16,567

1,290,331

16,457

1,300,178

1999

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#### 11. Debtors

12.

Accruals and deferred income

		2000	1///
		£	£
	Trade debtors	804,374	909,225
	Amounts owed by group undertakings	<b>8</b> 51	7,612
	Other debtors	24,468	5,557
	Prepayments and accrued income	17,985	25,519
		847,678	947,913
•	Creditors: amounts falling due within one year	2000 £	1999 £
	Bank loan	_	77,252
	Net obligations under finance leases		11,232
	and hire purchase contracts	13,510	10,972
	Trade creditors	179,569	176,797
	Amounts owed to group undertaking	713,738	625,210
	Corporation tax	128,704	118,357
	Other taxes and social security costs	93,911	125,769
	Other creditors	144,332	149,364
		•	•

The H.P. and lease obligations, for both liabilities less than and over one year, are secured on the assets being purchased through these forms of finance.

The bank loans are secured by a debenture dated 30 April 1997 affording a Fixed and Floating Charge over the company's assets.

# Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

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. Creditors: amounts falling due after more than one year	2000 £	1999 £
Bank loan	-	129,800
Net obligations under finance leases		
and hire purchase contracts	2,624	10,783
	2,624	140,583
Loans		
Repayable in one year or less, or on demand (Note 12)	-	77,252
Repayable between two and five years	-	129,800
	-	207,052
Net obligations under finance leases and hire purchase contracts		
Repayable within one year	13,510	10,972
Repayable between one and five years	2,624	10,783
	16,134	21,755

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

..... continued

### 14. Provisions for liabilities and charges

Deferred tax is analysed over the following timing differences:

		Provided	
		2000 £	1999 £
	Accelerated capital allowances	24,714	33,107
	Movements on the provision for deferred taxation are:		
		2000 £	1999 £
	At 1 November 1999 Transferred to profit and	33,107	-
	loss account	(8,393)	33,107
	At 31 October 2000	24,714	33,107
15.	Accruals and deferred income	2000 £	1999 £
	Government grants		
	At 1 November 1999	9,868	8,834
	Increase in year	2,000	4,500
		11,868	13,334
	Released in year	(3,009)	(3,466)
	At 31 October 2000	8,859	9,868

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

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16.	Share capital	2000 £	1999 £
	Authorised equity		
	1,000,000 Ordinary shares of £1 each	1,000,000	1,000,000
	Allotted, called up and fully paid equity		
	120,000 Ordinary shares of £1 each	120,000	120,000
17.	Reconciliation of movements in shareholders' funds		
		2000	1999
		£	£
	Profit for the year	470,380	400,217
	Opening shareholders' funds	3,416,696	3,016,479
		3,887,076	3,416,696
		<del></del>	

#### 18. Financial commitments

At 31 October 2000 the company had annual commitments under non-cancellable operating leases as follows:

	2000	1999
	£	£
Expiry date:		
Between one and five years	48,700	48,700

This lease relates to the entire premises.

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

for the year ended 31 October 2000

### 19. Charges

..... continued

First Trust Bank hold the following charges on the company's assets:

- (a) A debenture dated 30 April 1997 affording to the bank a fixed and floating charge on the company's assets.
- (b) Letter of set off on behalf of Brook Plastics and Engineering Limited, Brook Design Hardware Limited and Brook Vent Manufacturing Limited.
- (c) Letters of guarantee, totalling £2,440,000, on behalf of Brook Design Hardware Limited for the obligations of Brook Plastics & Engineering Limited and Brook Vent Manufacturing Limited.

#### 20. Transactions with directors

The following directors had interest free loans during the year. The movements on these loans are as follows:

	Amount Owing		Maximum	
	2000 £	1999 £	in year £	
William J. Divers	-	11	11	

# Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

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#### 23. Gross Cash Flows

2000	1999
£	£
62,391	48,452
(10,272)	(23,770)
(115)	(376)
52,004	24,306
<del></del>	<u>=</u>
(192,974)	(299,102)
(78,935)	(110,538)
11,878	15,448
2,000	4,500
(65,057)	(90,590)
<u></u>	
(129,800)	(77,252)
	6,654
(366)	-
(212,673)	(62,808)
	62,391 (10,272) (115) 52,004 (192,974) (78,935) 11,878 2,000 (65,057) (129,800) (77,252) (5,255) (366)

## 24. Analysis of changes in net funds

	Opening balance	Cash flows	Closing balance
	£	£	£
Cash at bank and in hand	1,238,322	368,431	1,606,753
Debt due within one year	(77,252)	77,252	
Debt due after one year	(129,800)	129,800	-
Finance leases	(21,755)	5,621	(16,134)
	(228,807)	212,673	(16,134)
Net funds	1,009,515	581,104	1,590,619

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

for the year ended 31 October 2000

### 25. Contingent liabilities

..... continued

(a) During the period the company contributed £150,000 to a trust created for the benefit of employees of Brook Vent Manufacturing Limited or any of its subsidiary companies. We have regarded this as an expense incurred for the benefit of the employees. If the Inland Revenue disallow this contribution, it will give rise to an additional tax charge of £45,000 for the period ended 31 October 2000.

There would also be a further tax charge of £91,250 relating to previous years donations to the Trust.

## Notes to the Abbreviated Financial Statements for the year ended 31 October 2000

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#### 21. Related party transactions

Included within the Financial Statements are transactions and balances with :-

#### (a) Brook Plastics & Engineering Limited

Brook Design Hardware Limited and Brook Plastics and Engineering Limited are wholly owned subsidiaries of Brook Vent Manufacturing Limited. Trade between these two companies is on a commercial basis. Purchases during the period from this company were £288,952 with a closing trade creditor at 31 October 2000 of £106,524. Brook Design Hardware also settle certain expenses for Brook Plastics and Engineering Limited. These expenses are charged to a current account, at original cost, and are settled periodically. The balance due to the company at 31 October 2000 was £851

#### (b) Brook Design Hardware Limited - Self Administered Pension Scheme

This is a pension scheme created for the benefit of the company's directors. The pension scheme own the factory premises and charge a commercial rent and service charge for its use. The charge for the current period amounted to £53,563, of which £7,358 was allocated to Brook Plastics and Engineering Limited. At the period end, however, the pension scheme owed Brook Design Hardware Limited an amount of £138 relating to overpayment of service charges.

#### (c) Brook Vent Manufacturing Limited

Brook Vent Manufacturing Limited charges a management fee to the subsidiary companies for services it provides. The charge to Brook Design Hardware Limited totalled £964,717 for the period. The companies also run a current account. Brook Design Hardware Limited owed £607,214 at the period end.

Brook Vent Manufacturing transferred 2 motor vehicles to Brook Design Hardware Limited. The Net Book Values of these cars totalled £21,487 at the time of transfer. The outstanding hire purchase liability on one of these motors was also transferred. This amounted to £9,938. These transfers were also via the current account.

The company made an interest free loan to its holding company Brookvent Manufacturing Limited. This loan amounted to £1,923,203 and is included within Fixed asset investments.

#### 22. Ultimate parent undertaking

The Company was a wholly owned subsidiary of Brook Vent Manufacturing Limited for the entire period. The registered office of Brook Vent Manufacturing Limited is Brook House, Dunmurry Industrial Estate, Dunmurry, Belfast, BT17 9HU. Mr. William Divers owns 92.3% of the share capital in Brook Vent Manufacturing Limited.