

# **DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED**

**COMPANY Nr. 2403663**

## **REGISTERED OFFICE**

**41 Warren Road,  
Gorleston,  
Great Yarmouth,  
Norfolk NR31 6JT**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st JULY 1999**



**Prepared By:  
J.W. Gallop FCCA.,  
Registered Auditor and Certified Accountant,  
Acle, Norwich, Norfolk.**

# DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED

## REPORT OF THE DIRECTORS

The Directors present their report and the financial statements for the year ended 31st July 1999.

### Principal Activities

The principal activity of the company is concerned with land and hydrographic survey consultancy services recruitment to the oil and gas exploration, production and related industries.

### Directors and Their Interests

The Directors who served throughout the year, together with their interests in the share capital of the company were as follows:-

Director	Share Class	At 1.8.98.	At 31.7.99
Mr.D. Oliver	£1 ordinary	1	1
Mrs. M.E. Oliver	£1 ordinary	1	1

### Dividends

Interim dividends amounting to £30,000 were paid in the year. The directors do not propose the payment of a final dividend.

### Auditor

A resolution to re-appoint Mr. J. W. Gallop FCCA., as the Company's Auditor will be proposed at the Annual General Meeting.

### Small Company Rules

Advantage has been taken in the preparation of this report of the special exemptions applicable to small companies.

Approved by the Board of Directors on 23rd May 2000  
and signed on their behalf by :-

*M. E. Oliver*

Mrs. M.E. Oliver  
Director/Company Secretary

**DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED**  
**STATEMENT OF DIRECTOR'S 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 these 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;
- \* 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 a 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 responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**AUDITOR'S REPORT TO THE MEMBERS OF  
DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED**

I have audited the financial statements on pages 4 to 10 in accordance with auditing standards.

**Respective Responsibilities of Directors and Auditors**

As described on page 2, the company's Directors are responsible for the preparation of the financial statements. It is my responsibility to form an independent opinion, based on my audit, on those statements and to report my opinion to you.

**Basis of Opinion**

I conducted my 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.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me 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 my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In my opinion, the financial statements give a true and fair view of the state of the company's affairs at 31st July 1999 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



J.W. Gallop FCCA.,  
Certified Accountant and Registered Auditor,  
41 St. Edmunds Road,  
Acle, Norwich,  
Norfolk NR13 3BP

24th May 2000

## DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED

**PROFIT AND LOSS ACCOUNT  
FOR YEAR ENDED 31st JULY 1999**

	Notes	1999	1998
TURNOVER	2	2,728,129	2,609,770
COST OF SALES		<u>2,465,828</u>	<u>2,383,457</u>
GROSS PROFIT		262,301	226,313
ADMINISTRATIVE EXPENSES		<u>166,160</u>	<u>166,925</u>
OPERATING PROFIT	3	96,141	59,388
FINANCE COSTS	5	<u>26,631</u>	<u>27,253</u>
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		69,510	32,135
TAX ON PROFIT ON ORDINARY ACTIVITIES	6	<u>13,606</u>	<u>7,475</u>
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION		55,904	24,660
DIVIDENDS	7	<u>30,000</u>	<u>10,000</u>
TRANSFER TO RESERVES		25,904	14,660
ACCUMULATED PROFITS Brought Forward		<u>28,101</u>	<u>13,441</u>
ACCUMULATED PROFITS Carried Forward		£ <u>54,005</u>	£ <u>28,101</u>

The results for the year are derived from ongoing continuous operations.

**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES**

There were no other recognised gains or losses during the year other than the profit for the year.

The notes on pages 6 to 10 form an integral part of these financial statements

## DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED

## BALANCE SHEET AS AT 31st JULY 1999

	Notes	1999	1998
<b>FIXED ASSETS</b>			
Tangible Assets	8	11,989	30,025
<b>CURRENT ASSETS</b>			
Debtors and Prepayments	9	512,723	556,715
Bank and Cash		-	8,827
		<u>512,723</u>	<u>565,542</u>
<b>CREDITORS :</b>			
Amounts falling due within one year	11	<u>470,705</u>	<u>567,464</u>
<b>NET CURRENT ASSETS / (LIABILITIES)</b>		42,018	(1,922)
<b>TOTAL ASSETS LESS CURRENT</b>			
<b>LIABILITIES</b>		54,007	28,103
<b>CREDITORS :</b>			
Amounts falling due after one year	12	-	-
<b>TOTAL NET ASSETS</b>		<b>£ 54,007</b>	<b>£ 28,103</b>
Represented by:-			
<b>CAPITAL AND RESERVES</b>			
Called Up Equity Share Capital	16	2	2
Profit and Loss Account		<u>54,005</u>	<u>28,101</u>
<b>TOTAL SHAREHOLDERS' FUNDS</b>	17	<b>£ 54,007</b>	<b>£ 28,103</b>

The Directors have taken advantage, in the preparation of the financial statements of the special provisions of part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved by the Board of Directors on 23rd May 2000 and signed on its behalf by:-

M. E. Oliver

Mrs. M.E. Oliver (Director)

The notes on pages 6 to 10 form part of these financial statements

## DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st JULY 1999**1. ACCOUNTING POLICIES****(a) Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the accounting standards applicable to a small company.

**(b) Cash Flow Statement Exemption**

The company qualifies as a small company under the Companies Act 1985. The Directors have elected to take advantage of the exemption under FRSI not to prepare a cash flow statement.

**(c) Turnover**

Turnover represents the invoiced value of fees exclusive of Value Added Tax.

**(d) Depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write off their cost, less estimated realisable values, over their expected useful life, using the following rates:-

Leasehold Property	- 20% straight line
Fixtures, Fittings and Equipment	- 15% and 20% per annum on reducing balance
Motor Vehicles	- 25% per annum on reducing balance

**(e) Pensions**

The company operates defined contribution schemes for the Directors. The assets of the schemes are held separately from those of the company in independently administered funds. The costs of the schemes are charged to the Profit and Loss Account as incurred.

**(f) Foreign Currencies**

Transactions denominated in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transactions. Assets and liabilities in foreign currencies are translated into sterling at rates of exchange ruling at the end of the financial year. All exchange differences are dealt with in the Profit and Loss Account.

**(g) Substance of Transactions**

The company's debts are factored under a without recourse agreement. All assets and liabilities under this agreement are fully recognised in order to reflect the substance of the transactions.

**(h) Deferred Taxation**

Provision is made for deferred taxation arising in respect of all material timing differences using the liability method, only to the extent that, in the opinion of the Directors, there is a reasonable probability that a liability or asset will crystallise in the foreseeable future.

## DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st JULY 1999

## 1. ACCOUNTING POLICIES (CONTINUED)

## (i) Finance Cost of Debt

The finance costs of debt, including interest and issue costs are allocated to each period over the term of the debt and charged to Profit and Loss Account at a constant rate on the outstanding amount.

## (j) Leased Assets

Fixed assets acquired under finance leases are included in the balance sheet at cost, appropriate provision being made for depreciation. The present value of the future rentals is shown as a liability. Interest payable in each period is charged to Profit and Loss Account as incurred.

## 2. TURNOVER

The company derived 85 % (1998 80%) of its turnover from supplying geographical markets outside the United Kingdom.

## 3. OPERATING PROFIT

This is stated after charging:-

	1999	1998
Pension Costs - defined contribution scheme	£ 6,839	£ 11,839
Auditor's remuneration	£ 2,663	£ 2,070
Depreciation on Tangible Fixed Assets : Owned Assets	£ 3,593	£ 2,115
: Assets under HP agreement	£ 3,540	£ 6,180

## 4. DIRECTOR'S REMUNERATION

including pension contributions  
and benefits in kind

£ 81,367	£ 94,171
----------	----------

## 5. FINANCE COSTS

Factoring Discounts	22,572	23,989
Bank Overdraft Interest	819	-
HP and Pension Loan interest	3,240	3,434
less:- Interest on overdrawn loan account	-	(170)
	£ 26,631	£ 27,253

## 6. TAXATION

On Profits for the year at 20% and 21%	13,490	7,315
Other - Interest and Penalty charges	116	160
	£ 13,606	£ 7,475

## 7. DIVIDENDS

Interim dividends paid on ordinary shares	£ 30,000	£ 10,000
---	----------	----------

The Directors do not propose the payment of a final dividend for the year.



## DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st JULY 1999

## 8. TANGIBLE FIXED ASSETS

	Property Improvements Office	Fixtures, Fittings/ Equip.	Motor Vehicles	Total
<b>COST</b>				
At 1st August 1998	5,388	18,904	30,603	54,895
Additions	-	97	-	97
Disposals	-	-	-30,603	-30,603
At 31st July 1999	<u>5,388</u>	<u>19,001</u>	<u>-</u>	<u>24,389</u>
<b>DEPRECIATION</b>				
At 1st August 1998	-	8,807	16,063	24,870
Charge in the year	1,388	2,205	3,540	7,133
On Disposal	-	-	-19,603	-19,603
At 31st July 1999	<u>1,388</u>	<u>11,012</u>	<u>-</u>	<u>12,400</u>
<b>NET BOOK VALUE</b>				
At 31st July 1999	£ <u>4,000</u>	£ <u>7,989</u>	£ <u>-</u>	£ <u>11,989</u>
At 31st July 1998	£ <u>5,388</u>	£ <u>10,097</u>	£ <u>14,540</u>	£ <u>30,625</u>

The motor vehicle was acquired under a Hire Purchase contract; the outstanding liability having been settled on the disposal of the vehicle.

## 9. DEBTORS AND PREPAYMENTS

	1999	1998
Trade Debtors : Factored	692,036	795,777
Less non returnable amounts received	<u>180,681</u>	<u>245,768</u>
	511,355	550,009
Amount due from Director	-	1,870
Recoverable Income Tax	468	3,936
Prepayments	<u>900</u>	<u>900</u>
	£ <u>512,723</u>	£ <u>556,715</u>

## 10. FACTORING

The company receives advances from the Factor on the security of the factored debtors. The agreement with the Factor is one of **without recourse**.

## DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st JULY 1999**11. CREDITORS : Amounts falling due within one year**

	1999	1998
Bank Overdraft	10,439	-
Trade Creditors	342,560	425,971
Corporation Tax	9,554	2,849
Other Taxes and Social Security Costs	81,895	100,407
Other Creditors and Accruals	8,257	10,270
Loan Repayment	18,000	18,000
Hire Purchase Repayments	-	9,967
	<u>£ 470,705</u>	<u>£ 567,464</u>

**12. BORROWINGS**

The aggregate amount of bank loans and overdrafts was as follows:-

(a) Falling due within one year		
Bank Overdraft (facility = £40,000 ) (secured)	10,439	-
Loan	18,000	18,000
Hire Purchase	-	9,967
	<u>28,439</u>	<u>27,967</u>
(b) Falling due after more than one year	-	-
Aggregate Amounts	<u>£ 28,439</u>	<u>£ 27,967</u>

The Bank overdraft facilities were renewed in April 2000.

The Pension Fund Loan was repaid on 4th February 2000. Interest was charged on this loan at 3% above Bank Base Rate.

**13. DEFERRED TAXATION**

The Deferred Taxation provision comprises:-	1999	1998
Re: Accelerated Capital Allowances		
PROVIDED	£ NIL	£ NIL
UNPROVIDED	£ 752	£ NIL

**14. COMMITMENTS****PENSIONS**

The Company operates defined contribution pension schemes for the Directors. The assets of these are maintained in separately administered funds. The contributions payable in the year were £6,839 (1998 £11,839). At the balance sheet date there were no commitments for outstanding premiums. Amounts payable in the ensuing year are £6,839.,

## DAVE OLIVER HYDROGRAPHIC SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31st JULY 1999**15. POST BALANCE SHEET EVENTS**

There were no other events occurring after the 31st July 1999 which require reporting in these accounts.

**16. SHARE CAPITAL**

Ordinary shares of £1 each	1999	1998
Authorised	£ 100,000	£ 100,000
Issued		
Allotted, Called Up and Fully Paid	£ 2	£ 2

**17. RECONCILIATION OF SHAREHOLDERS' FUNDS**

	Share Capital	Profit/Loss Account	Total
At 1st August 1998	2	28,101	28,103
Profit for the year		55,904	55,904
Dividends		-30,000	-30,000
At 31st July 1999	£ 2	£ 54,005	£ 54,007

**18. TRANSACTIONS INVOLVING DIRECTORS**

The Directors' Loan Account was overdrawn during the year. The amounts due were:-

Due from Directors at 31st July 1998	£ 1,870
Maximum overdrawn balance in the year	£ 10,193
The loan was repaid in May 1999	
Due to Directors at 31st July 1999	£ 4,687

The Directors charged the company £560 for heating and lighting; and purchased the motor vehicle for its open market value of £11,000..