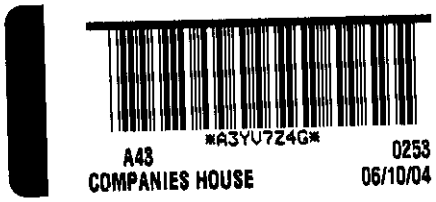
COOPER CONSULTANCY LTD

DIRECTOR'S REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

30TH JUNE 2004



THAIN OSBORNE & CO
Chartered Accountants

COOPER CONSULTANCY LTD

COMPANY INFORMATION

DIRECTOR:	Samantha A Bagnall
SECRETARY:	Stella R Bagnall
REGISTERED OFFICE:	Thain Osborne & Co 47A London Road Sevenoaks Kent TN13 1AR
REGISTERED NUMBER:	3087921 (England & Wales)
BANKERS:	The Royal Bank of Scotland plc 94 High Street Maidstone Kent ME14 1SA
REPORTING ACCOUNTANTS	Thain Osborne & Co Chartered Accountants, 47A London Road Sevenoaks Kent TN13 1AR

COOPER CONSULTANCY LTD

REPORTS AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30TH JUNE 2004

Contents

Pages	1	Report of the Director
	2	Report of the Reporting Accountants
	3	Profit and Loss Account
	4	Balance Sheet
	5-7	Notes to the Financial Statements

The following page does not form part of the Statutory Accounts

8	Detailed Trading and Profit and Loss Account

COOPER CONSULTANCY LTD
REPORT OF THE DIRECTOR

The director presents her report and the financial statements of the company for the year ended 30th June 2004.

PRINCIPAL ACTIVITY
The company's principal activity continues to be that of the provision of consultancy services to industry, commerce and the private sector.

RESULTS AND DIVIDENDS
The profit for the year after taxation was £34861 (2003 £31689). A dividend of £10300 (2003 £18000)was paid during the year.

DIRECTOR
The director who served during the year, together with her beneficial interest in the ordinary share capital of the company is as follows:-

	At 30th June 2004	At 30th June 2003
Samantha A Bagnall	100	100

DIRECTOR'S RESPONSIBILITIES
Company law requires the director 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 director is 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 director is 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. She is 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.

SMALL COMPANY RULES

This report is prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies

This report was approved by the Board on 1st September 2004 and

Signed on its behalf

Samantha A Bagnall
.....
Samantha A Bagnall
Director

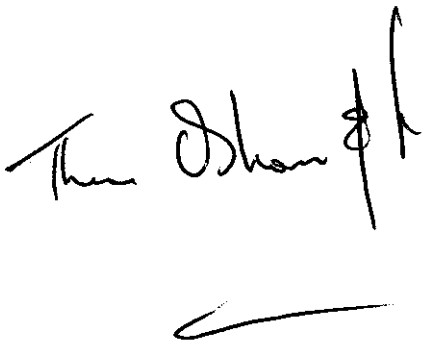
COOPER CONSULTANCY LTD

ACCOUNTANTS' REPORT TO THE DIRECTOR

ON THE UNAUDITED ACCOUNTS OF COOPER CONSULTANCY LIMITED

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 30th June 2004, set out on pages 3 to 7 and you consider that the company is exempt from an audit and a report under Section 249A(1)/(2) of the Companies Act 1985. In accordance with your instructions, we have compiled those unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Thain Osborne & Co
Chartered Accountants
47A London Road
Sevenoaks
Kent
TN13 1AR



1st September 2004

COOPER CONSULTANCY LTD

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30TH JUNE 2004

	NOTES	2004	2003
TURNOVER		88187	76923
Cost of Sales			
Administrative expenses		(45899)	(38196)
OPERATING PROFIT	2	42288	38727
Bank Interest Receivable		917	105
HP Interest Payable		(147)	(388)
PROFIT on ordinary activities before taxation		43058	38444
TAXATION	4	(8197)	(6755)
PROFIT on ordinary activities after taxation		34861	31689
Dividends paid		(10300)	(18000)
RETAINED PROFIT for the year		24561	13689
PROFIT Brought forward		52349	38660
PROFIT carried forward		£ 76910	£ 52349

Movements in reserves are shown in note 8.

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

There are no recognised gains and losses in 2004 or 2003 other than the profit for the year.

The notes on pages 5-7 form part of these Financial Statements

COOPER CONSULTANCY LTD

BALANCE SHEET AS AT 30TH JUNE 2004

	NOTES		2004		2003
FIXED ASSETS					
Tangible Assets	5		63		6840
CURRENT ASSETS					
Debtors	6	13549		6568	
Cash at bank and in hand		82116		62330	
		95665		68898	
CREDITORS:Amounts falling due within one year	7	(18718)		(18625)	
NET CURRENT ASSETS			76947		50273
TOTAL ASSETS LESS CURRENT LIABILITIES			77010		57113
CREDITORS: Amounts falling due after more than one year					
HP Finance			(-)		(4664)
NET ASSETS			£77010		£52449
CAPITAL AND RESERVES					
Share capital	9	100		100	
Profit and Loss Account		76910		52349	
			£ 77010		£ 52449

For the year ended 30th June 2004, the company was entitled to exemption from audit under s249A(1) of the Companies Act 1985. The members have not required the company to obtain an audit of its accounts for the year under s249B(2). The directors acknowledge their responsibility for ensuring that the company keeps proper accounting records in accordance with s221 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 financial year and of its profit or loss for the financial year and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

The Financial Statements which have been prepared in accordance with the special provisions of Part V11 of the Companies Act 1985 applicable to small companies were approved by the Board on 1st September 2004 and signed on its behalf.

Samantha A Bagnall
Director

The notes on pages 5-7 form part of these Financial Statements.

COOPER CONSULTANCY LTD

NOTES TO THE FINANCIAL STATEMENTS - 30TH JUNE 2004

1. ACCOUNTING POLICIES

(a) Basis of Preparation of Financial Statements
The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

(b) Turnover
Turnover represents net invoiced sales of services excluding value added tax.

(c) Tangible Fixed Assets
Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

Plant & Machinery	- 25% per annum reducing balance
Motor Vehicles	- 25% per annum reducing balance

(d) Deferred Taxation
Deferred Taxation is provided under the liability method except where in the opinion of the Directors no liability is expected to arise in the foreseeable future.

(e) Leasing Contracts
Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the profit and loss account as incurred.

(f) The company has taken advantage of the exemption in Financial Reporting Standard Number 1 from producing a cash flow statement on the grounds that it qualifies as a small company.

2. OPERATING PROFIT

Operating Profit is stated after charging:	2004 £	2003 £
(Gain)on disposal of Motor Vehicle	(8)	-
Depreciation of tangible fixed assets	1710	2280
Pension costs	1400	1200
Operating lease rentals - Motor Vehicles	6504	-

3. DIRECTORS

Director' Emoluments	24284	24028
Employers' NIC	2564	2339
	26848	**26367**

COOPER CONSULTANCY LTD

NOTES TO THE FINANCIAL STATEMENTS - 30TH JUNE 2004

4. **TAXATION**

The tax charge on the profit on ordinary activities for the year is as follows:

	2004	2003
Current Year charged at 0% & 23.75% (2003 at 0% and 23.75%)on adjusted profits	8197	6755
	£ 8197	£ 6755

5. **TANGIBLE FIXED ASSETS**

	Motor Vehicle	Plant & Machinery	Total
COST	£	£	£
At 1.7.03	9008	633	9641
Additions	-	-	-
Disposals	(9008)	-	(9008)
At 30.6.04	-	633	633
DEPRECIATION			
At 1.7.03	2252	549	2801
Charge for year	1689	21	1710
Disposals	(3941)	-	(3941)
At 30.6.04	-	570	570
NET BOOK VALUE			
At 30.6.04	-	63	63
At 30.6.03	6756	84	6840

COOPER CONSULTANCY LTD

NOTES TO THE FINANCIAL STATEMENTS - 30TH JUNE 2004

		2004	2003
		£	£
6.	**DEBTORS**		
	Amounts falling due within one year:		
	Trade Debtors	13549	6568
	Other Debtors	-	-
		13549	**6568**

Additional information is included in Note 10

7.	**CREDITORS**: amounts falling due within one year		
	Corporation Tax	8197	6755
	Other Tax and Social Security	724	728
	VAT	3528	3804
	Directors' current accounts	5269	4339
	Accrued Expenses	1000	1000
	HP Finance	-	1999
		18718	**18625**

8. **RECONCILIATION OF MOVEMENTS IN SHAREHOLDER FUNDS**

	2004	2003
Opening Shareholders Funds	52449	38760
Profit for the Financial Year after tax and dividends paid	24561	13689
Closing Shareholders Funds	77010	52449

9.	**SHARE CAPITAL**	2004	2003
		£	£
	Authorised (1000 £1 Ordinary Shares)	1000	1000
	Allotted, issued and fully paid	100	100

10. **RELATED PARTY TRANSACTIONS**

During the year the company provided services to Rocks Landscaping Ltd, in which Ms S. Bagnall is a Director. The services provided total £5376 (net) and £3558 is included in Trade Debtors at 30.6.04.

11. **CAPITAL COMMITMENTS**

Operating leases authorised and contracted for at 30.6.2004 comprise:-

	2004	2003
Motor Vehicles - within 1 year	7960	-
- between 1 & 5 years	17911	-
	25871	**NIL**