COMPANIES
HOUSE

ACCESS COMPUTER RECRUITMENT LIMITED

DIRECTOR'S REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31ST DECEMBER 1998

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COMPANIES HOUSE 01/04/99

Company No. 03239279

ACCESS COMPUTER RECRUITMENT LIMITED

COMPANY INFORMATION

Director	Mr Anthony Head
Secretary	Mrs Amanda Head
Company Number	03239279
Registered Office	Beech Lodge Ewhurst Park Tadley Hampshire RG26 5RG
Auditors	Maidment Penney Quick & Co. 61 Chandos Place London WC2N 4HG
Bankers	Midland Bank plc 2 London Road Twickenham TW1 3RY

ACCESS COMPUTER RECRUITMENT LIMITED

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ACCESS COMPUTER RECRUITMENT LIMITED

DIRECTOR'S REPORT

FOR THE YEAR ENDED 31ST DECEMBER 1998

The director presents his report together with the audited accounts for the year ended 31st December 1998.

Principal Activities and Review of Business

The company's principal activity was that of computer staff recruitment and sub contracting agency. The director anticipates that the company will continue to be profitable in the forseeable future.

Dividends

The director does not recommend a dividend.

Director

The director who served during the year and his beneficial interest in the company's issued share capital was:

	Ordinary Shares	
	31st December 1998	*1st January 1998*
Mr Anthony Head	**99**	*99*

Auditors

Maidment, Penney, Quick & Co have expressed their willingness to continue in office. They will be re-appointed at the next Annual General Meeting.

Political and Charitable Contributions

The company made no political or charitable contributions during the year.

ACCESS COMPUTER RECRUITMENT LIMITED

DIRECTOR'S REPORT

FOR THE YEAR ENDED 31ST DECEMBER 1998

Director's Responsibilities

Company law requires the director to prepare accounts for each financial year which give a true and fair view of the state of the company's affairs and of the profit or loss for that year. In preparing these accounts the director is 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 accounts;
- Prepare the accounts 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 enable him to ensure that the accounts comply with the Companies Act 1985. He 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.

This report was approved by the board on 30TH MARCH 1999 , and signed on its behalf.

Director

A HEAD

AUDITORS' REPORT TO THE

SHAREHOLDERS OF ACCESS COMPUTER RECRUITMENT LIMITED

We have audited the accounts on pages 4 to 11 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

Respective Responsibilities of Director and Auditors

As described on page 2 the company's director is responsible for the preparation of the accounts. It is our responsibility to form an independent opinion, based on our audit, on those accounts and 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 accounts. It also includes an assessment of the significant estimates and judgements made by the director in the preparation of the accounts, 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 accounts 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 the information in the accounts.

Opinion

In our opinion the accounts give a true and fair view of the state of the company's affairs as at 31st December 1998 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Maidment Penney Quick & Co.
Chartered Accountants and Registered Auditors
61 Chandos Place
London
WC2N 4HG
Date: 30th March 1999

ACCESS COMPUTER RECRUITMENT LIMITED

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31ST DECEMBER 1998

	Notes	1998 £	*1997* *£*
Turnover	2	**3,289,690**	*593,376*
Cost of Sales		**2,921,545**	*519,460*
Gross Profit		**368,145**	*73,916*
Administrative Expenses		**153,726**	*26,518*
Operating Profit	3	**214,419**	*47,398*
Interest Payable and Similar Charges	4	**(34,160)**	*(13)*
Profit on Ordinary Activities before Taxation		**180,259**	*47,385*
Tax on profit on ordinary activities	6	**47,244**	*10,860*
Profit for the Financial Year	11	**133,015**	*36,525*
Retained Profit Brought Forward		**36,525**	-
Retained Profit Carried Forward		**169,540**	*36,525*

All amounts relate to continuing activities.

The notes on pages 7 to 11 form part of these accounts

ACCESS COMPUTER RECRUITMENT LIMITED

BALANCE SHEET

AS AT 31ST DECEMBER 1998

	Notes	£	1998 £	£	*1997* £
Fixed Assets					
Tangible assets	7		**4,958**		*498*
Current Assets					
Debtors	8	**825,997**		*176,796*	
Cash at bank and in hand		**7,229**		*21,307*	
		833,226		*198,103*	
Creditors: Amounts Falling Due Within One Year	9	**668,544**		*161,976*	
Net Current Assets			**164,682**		*36,127*
Total Assets Less Current Liabilities			**169,640**		*36,625*
Capital and Reserves					
Share capital	10		**100**		*100*
Profit and loss account	11		**169,540**		*36,525*
Shareholders' Funds			**169,640**		*36,625*

These accounts were approved by the board on 30TH MARCH 1999, and signed on its behalf.

Director

A HEAD

ACCESS COMPUTER RECRUITMENT LIMITED

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31ST DECEMBER 1998

	Notes	1998 £	*1997 £*
Reconciliation of Operating Profit to Net Cash Inflow from Operating Activities			
Operating profit		**214,419**	*47,398*
Depreciation		**5,072**	*995*
Increase in debtors		**(649,201)**	*(176,796)*
Increase in creditors		**362,654**	*151,116*
Net Cash Outflow from Operating Activities		**(67,056)**	*22,713*

CASH FLOW STATEMENT

	Notes	1998 £	*1997 £*
Net Cash Outflow from Operating Activities		**(67,056)**	*22,713*
Returns on Investments and Servicing of Finance	12	**(34,160)**	*(13)*
Taxation		**243**	*-*
Capital Expenditure and Financial Investment	12	**(9,532)**	*(1,493)*
Financing	12	**-**	*100*
Decrease in Cash		**(110,505)**	*21,307*
Reconciliation of Net Cash Flow to Movement in Net Cash			
Decrease in Cash in the Year		**(110,505)**	*21,307*
Net Cash at 1st January 1998		**21,307**	*-*
Net Debt/Funds at 31st December 1998	13	**(89,198)**	*21,307*

1 **Accounting Policies**

Basis of Accounting

The Accounts have been prepared in accordance with applicable accounting standards and under the historical cost convention.

Turnover

Turnover is the total amount receivable by the company for goods supplied and services provided, excluding VAT and trade discounts.

Depreciation

Depreciation is calculated to write down the cost or valuation less estimated residual value of all tangible fixed assets other than freehold land by equal annual instalments over their expected useful lives. The rates and periods generally applicable are:

Fixtures and fittings	25% Reducing Balance
Computer equipment	50% Straight Line

2 **Turnover**

The geographical analysis of turnover is as follows:

	1998	*1997*
	£	*£*
UK	**3,289,690**	*593,376*

3 **Operating Profit**

The operating profit is arrived at after charging or crediting:	1998	*1997*
	£	*£*
Depreciation of owned assets	**5,072**	*995*
Director's remuneration	**55,521**	*9,000*
Auditors' remuneration	**7,132**	*2,500*

4 **Interest Payable and Similar Charges**	1998	*1997*
	£	*£*
Bank overdrafts and loans	**852**	*13*
Interest and charges payable other than bank loans and overdrafts	**33,308**	-
	34,160	*13*

5 Director and Employees

Staff costs, including director's remuneration, were as follows:

	1998	*1997*
	£	*£*
Wages and salaries	**83,003**	*9,000*
Social security costs	**5,082**	-
	88,085	*9,000*

Director's emoluments

	1998	*1997*
	£	*£*
Emoluments	**55,521**	*9,000*

6 Taxation

	1998	*1997*
	£	*£*
Based on the profit for the year UK corporation tax at 21%	**47,244**	*10,860*

7 Tangible Fixed Assets

	Fixtures and Fittings	Computer Equipment	Total
Cost	£	£	£
At 1st January 1998	-	1,493	1,493
Additions	767	8,765	9,532
At 31st December 1998	**767**	**10,258**	**11,025**
Depreciation			
At 1st January 1998	-	995	995
Charge for the year	191	4,881	5,072
At 31st December 1998	**191**	**5,876**	**6,067**
Net Book Value			
At 31st December 1998	**576**	**4,382**	**4,958**
At 31st December 1997	-	*498*	*498*

8 Debtors

	1998	*1997*
	£	*£*
Trade debtors	**430,070**	*98,661*
Prepayments and accrued income	**395,927**	*78,135*
	825,997	*176,796*

9 Creditors: Amounts Falling Due Within One Year

	1998	*1997*
	£	*£*
Bank loans and overdrafts	**96,427**	-
Trade creditors	**128,334**	*6,051*
Corporation tax	**58,347**	*10,860*
Other taxes and social security	**125,943**	*68,229*
Other creditors	**876**	-
Directors' loan accounts	**143**	*141*
Accruals and deferred income	**258,474**	*76,695*
	668,544	*161,976*

The bank overdrafts are secured by a fixed and floating charge over all of the company's assets.

ACCESS COMPUTER RECRUITMENT LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 1998

10 Share Capital

	1998 £	*1997 £*
Authorised		
Equity Shares		
1,000 Ordinary shares of £1 each	**1,000**	*1,000*
Allotted		
Equity Shares		
100 Allotted, called up and fully paid ordinary shares of £1 each	**100**	*100*

11 Reserves

	Profit and Loss Account
	£
Profit for the year	36,525
At 1st January 1998	36,525
Profit for the year	133,015
At 31st December 1998	**169,540**

12 Gross Cash Flows

	1998 £	*1997 £*
Returns on Investments and Servicing of Finance		
Interest paid	**(34,160)**	*(13)*
Net cash outflow for returns on investments and servicing of finance	**(34,160)**	*(13)*
Capital Expenditure and Financial Investment		
Payments to acquire tangible fixed assets	**(9,532)**	*(1,493)*
Net cash outflow from investing activities	**(9,532)**	*(1,493)*
Financing		
Issue of ordinary share capital	-	*100*
Net cash outflow for financing	-	*100*

13 Analysis of Changes in Net Cash

	1997	Cash flows	1998
	£	£	£
Cash at bank and in hand	21,307	(14,078)	7,229
Overdrafts	-	(96,427)	(96,427)
	21,307	**(110,505)**	**(89,198)**

14 Post Balance Sheet Events

Following 31 December 1998, the director has proposed that the company be re-registered as a public limited company and accordingly it is intended that the proposal will be put before the members for approval.