Reg of Cc

Registered Number: 858049

DATAFORMS LIMITED

Abbreviated Accounts
1999



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Auditors' Report to the Directors of

DATAFORMS LIMITED

Pursuant to Section 247b of the Companies Act 1985

We have examined the abbreviated accounts set out on pages 2 to 5, together with the financial statements of the company for the year ended 30 September 1999 prepared under section 226 of the Companies Act 1985.

Respective Responsibilities of Directors and Auditors

The directors are responsible for preparing the abbreviated accounts in accordance with section 246 of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with sections 246(5) and (6) of the Act 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 to be delivered 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 financial statements.

Opinion

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with sections 246(5) and (6) of the Companies Act 1985, and the abbreviated accounts on pages 2 to 5 are properly prepared in accordance with those provisions.

BAXTER & CO.
Registered Auditors

Lynwood House
Crofton Road
Orpington
Kent BR6 8QE

14 March 2000

DATAFORMS LIMITED

Abbreviated Balance Sheet as at 30 September 1999

	Note	1999 £	1999 £	1998 £	1998 £
Tangible Fixed Assets	2		650,621		736,579
Investments	3		62		62
			650,683		736,641
Current Assets					
Stock & Work-in-Progress		109,261		65,287	
Debtors	4	725,634		534,953	
Cash at Bank and in Hand		24,585		806,439	
		859,480		1,406,679	
Current Liabilities - Amounts falling due within one year		604,767		1,182,293	
			254,713		224,386
Total Assets Less Current Liabilities			905,396		961,027
Creditors - Amounts falling due after one year	5		277,929		357,138
			627,467		603,889
Provision for Liabilities and Charges					
Deferred Taxation			66,328		77,628
			£561,139		£526,261
Financed by:					
Capital and Reserves					
Called Up Share Capital	6		75,000		75,000
Share Premium Account			5,625		5,625
Profit and Loss Account			480,514		445,636
			£561,139		£526,261

These abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved by the Board on 13 March 2000

C M Kiernan
Director

Mrs S A Duggan
Director

Notes to the Abbreviated Accounts
For the Year Ended 30 September 1999

1. Accounting Policies

1.1 Accounting Convention
The company prepares its annual financial statements under the historical cost convention which takes no account of the effects of inflation.

1.2 Turnover
Turnover represents the invoiced value of goods, excluding valued added tax.

1.3 Tangible Fixed Assets

(i) Tangible fixed assets are recorded at cost.

Depreciation has been calculated on the cost, at rates required to write off the relevant assets by equal annual amounts over their estimated useful life.

The rates of depreciation used are as follows:

Plant and machinery	-	10%, 15% or 20%
Office equipment	-	10%, 20% or 25%
Motor Vehicles	-	25%

(ii) Leased Assets

Assets held under finance lease agreements are included within fixed assets and are depreciated over their useful life, or the lease term if shorter. Lease finance charges are allocated to accounting periods over the lease term, based on a constant rate of charge on the outstanding lease obligation.

Rental payments due under operating lease agreements and secondary rentals relating to finance leases are charged to profit on ordinary activities before taxation in the period to which they relate.

(iii) Hire Purchase Contracts

Assets acquired on hire purchase contracts are stated at cash price. The difference between the total amount due under a hire purchase agreement and the cash price is treated as interest, and is written off against profits over the period of the agreement on the basis of a constant rate of charge on the outstanding hire purchase commitment.

1.4 Stock and Work-in-Progress
Stocks are stated at the lower of cost and net realisable value. Cost comprises the purchase price of direct materials, direct labour and appropriate production overheads based on a normal level of activity. Net realisable value is the estimated selling price less all further costs to be incurred prior to sale.

1. **Accounting Policies** (Continued)

1.5 **Deferred Taxation**

Deferred taxation arises from timing differences between the accounting and taxation treatment of various items. Provision is made for all such liabilities calculated at the current rate of corporation tax except where, in the opinion of the directors, the potential liability is unlikely to arise in the foreseeable future.

1.6 **Pensions**

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the profit and loss account.

2. **Tangible Fixed Assets**

	Beginning of Year £	Additions £	Disposals £	End of Year £
Cost	£1,404,531	£72,657	£108,036	£1,369,152

	Beginning of Year £	Charge For Year £	Eliminated On Disposals £	End of Year £
Depreciation	£667,952	£158,615	£108,036	£718,531

	Beginning of Year £	End of Year £
Written Down Values	£736,579	£650,621

Fixed assets shown above include items held under finance leases and hire purchase contracts.

	1999 £	1998 £
Cost	£1,076,499	£1,028,415
Depreciation charge for the year	£137,466	£124,529

		1999 £	1998 £
3.	**Investments - at Cost**		
	100 Ordinary £1 Shares in Rotaforms Limited	£62	£62
4.	**Debtors**		
	All amounts fall due within one year.		
5.	**Creditors** - Amounts falling due after one year:		
	Hire Purchase Commitments		
	Amounts falling due after one year but less than five years	251,922	278,478
	Amounts falling due after five years	26,007	78,660
		£277,929	£357,138
6.	**Share Capital**		
	Authorised, Issued and Fully Paid	£75,000	£75,000
	Comprising:		
	"B" Ordinary Shares of £1 each	18,750	18,750
	"C" Ordinary Shares of £1 each	18,750	18,750
	"D" Ordinary Shares of £1 each	18,750	18,750
	"E" Ordinary Shares of £1 each	18,750	18,750
		£75,000	£75,000