

**REPORT OF THE DIRECTORS AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009
FOR
ALCD (TRAINING) LTD**

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for the Year Ended 31 DECEMBER 2009**

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ALCD (TRAINING) LTD

**COMPANY INFORMATION
for the Year Ended 31 DECEMBER 2009**

DIRECTORS:

W S Poplewell
V Hopkins
J Hocking
I Stark

SECRETARY:

J Hocking

REGISTERED OFFICE:

47 Church Street
Great Baddow
Chelmsford
Essex
CM2 7JA

REGISTERED NUMBER:

04158593 (England and Wales)

ACCOUNTANTS:

Alexandra Anthony Limited
47 Church Street
Great Baddow
Chelmsford
Essex
CM2 7JA

ALCD (TRAINING) LTD

**REPORT OF THE DIRECTORS
for the Year Ended 31 DECEMBER 2009**

The directors present their report with the financial statements of the company for the year ended 31 December 2009.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of providing training services in costs matters.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 January 2009 to the date of this report.

W S Popplewell
V Hopkins
J Hocking
I Stark

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

V Hopkins - Director

20 March 2010

ALCD (TRAINING) LTD

**PROFIT AND LOSS ACCOUNT
for the Year Ended 31 DECEMBER 2009**

	Notes	31.12.09 £	31.12.08 £
TURNOVER		230,402	229,215
Administrative expenses		<u>172,422</u>	<u>192,918</u>
OPERATING PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	2	57,980	36,297
Tax on profit on ordinary activities	3	<u>12,176</u>	<u>2,271</u>
PROFIT FOR THE FINANCIAL YEAR AFTER TAXATION		<u><u>45,804</u></u>	<u><u>34,026</u></u>

The notes form part of these financial statements

ALCD (TRAINING) LTD**BALANCE SHEET
31 DECEMBER 2009**

	Notes	31.12.09 £	£	31.12.08 £	£
FIXED ASSETS					
Tangible assets	4		144		192
CURRENT ASSETS					
Debtors	5	13,151		-	
Cash at bank		160,736		112,735	
		<u>173,887</u>		<u>112,735</u>	
CREDITORS					
Amounts falling due within one year	6	68,601		53,301	
NET CURRENT ASSETS			<u>105,286</u>		<u>59,434</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>105,430</u>		<u>59,626</u>
RESERVES					
Profit and loss account	7		<u>105,430</u>		<u>59,626</u>
			<u>105,430</u>		<u>59,626</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2009.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2009 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 20 March 2010 and were signed on its behalf by:

J Hocking - Director

V Hopkins - Director

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2009

1. **ACCOUNTING POLICIES**

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Turnover

Turnover represents net invoiced sales of services, excluding value added tax.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

2. **OPERATING PROFIT**

The operating profit is stated after charging:

	31.12.09	31.12.08
	£	£
Depreciation - owned assets	48	64
	<u> </u>	<u> </u>
Directors' remuneration and other benefits etc	-	-
	<u> </u>	<u> </u>

3. **TAXATION**

Analysis of the tax charge

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

	31.12.09	31.12.08
	£	£
Current tax:		
UK corporation tax	12,176	2,271
	<u> </u>	<u> </u>
Tax on profit on ordinary activities	12,176	2,271
	<u> </u>	<u> </u>

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2009

4. TANGIBLE FIXED ASSETS

Plant and
machinery
etc
£

COST

At 1 January 2009
and 31 December 2009

455

DEPRECIATION

At 1 January 2009
Charge for year

263
48

At 31 December 2009

311

NET BOOK VALUE

At 31 December 2009

144

At 31 December 2008

192

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

31.12.09

31.12.08

£

£

Other debtors

13,151

-

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

31.12.09

31.12.08

£

£

Taxation and social security

11,639

4,758

Other creditors

56,962

48,543

68,601

53,301

7. RESERVES

Profit
and loss
account
£

At 1 January 2009

59,626

Profit for the year

45,804

At 31 December 2009

105,430

8. RELATED PARTY DISCLOSURES

The company is related to The Association of Law Costs Draftsmen Limited and to The Association of Law Costs Draftsmen (Training) Limited. Unsecured loans between these are shown in note 6. There are no formal terms for repayment or for the provision of interest or charges.

The Association of Law Costs Draftsmen (Training) Limited was dormant throughout the year.

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2009**

9. GUARANTEE

The company is limited by guarantee whereby every member of the company undertakes to contribute to the assets of the company in the event of a winding up while they are a member or within one year after they have ceased to be a member such amounts as may be required not exceeding £5.

10. CONTROL RELATIONSHIP

As the company is limited by guarantee no single individual controls the company.

ALCD (TRAINING) LTD

**REPORT OF THE ACCOUNTANTS TO THE DIRECTORS OF
ALCD (TRAINING) LTD**

As described on the balance sheet you are responsible for the preparation of the financial statements for the year ended 31 December 2009 set out on pages three to seven and you consider that the company is exempt from an audit.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Alexandra Anthony Limited
47 Church Street
Great Baddow
Chelmsford
Essex
CM2 7JA

20 March 2010

ALCD (TRAINING) LTD

PROFIT AND LOSS ACCOUNT
for the Year Ended 31 DECEMBER 2009

	31.12.09		31.12.08	
	£	£	£	£
Turnover				
Modular course fees	73,716		40,960	
Old training course fees	20,891		96,985	
Student conference	18,402		20,757	
CPD accreditation	1,704		-	
Seminar (non-course) fees	25,137		-	
National Conference	71,301		70,513	
Costs lawyer course fees	19,251		-	
	<u> </u>	230,402	<u> </u>	229,215
Expenditure				
Staff payments	19,996		19,548	
Insurance	85		-	
Printing, postage, telephone & stationery	4,390		4,544	
Advertising	-		1,412	
Travelling	94		-	
EDO	34,655		22,748	
Training course	-		41,432	
Modular course costs	14,717		8,452	
Old training course costs	12,539		17,085	
National Conference expenses	42,568		62,354	
Seminar (non-course) expenses	7,483		-	
Costs lawyer course expenses	17,376		-	
Student Conference	14,219		12,071	
Computer & internet	473		550	
Sundry expenses	696		(79)	
Accountancy	2,170		2,106	
	<u> </u>	171,461	<u> </u>	192,223
		58,941		36,992
Finance costs				
Bank charges	-		20	
Cardnet charges	913		611	
	<u> </u>	913	<u> </u>	631
		58,028		36,361
Depreciation				
Plant and machinery		48		64
NET PROFIT		<u> </u>		<u> </u>
		57,980		36,297