

The Association of Managers of Student

Services in Higher Education

Report of the Directors and

Unaudited Financial Statements

For the year ended 31 August 2014

**The Association of Managers of Student
Services in Higher Education
Contents of the Financial Statements
For the year ended 31 August 2014**

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**The Association of Managers of Student
Services in Higher Education
Directors' and officers
For the year ended 31 August 2014**

Directors

B Lewis
B Hipkin
N Redman
S Dale
B Bailey
F Sherrington
J Aldridge
C Lowther
I Munton (appointed 22 January 2014)
M Lorenzini (appointed 1 September 2014)
H McNeely (appointed 1 September 2014)
M Barron (appointed 1 September 2014)
C Twine (resigned 31 August 2014)
L Pay (resigned 21 January 2014)
S Olohan (resigned 31 August 2014)

Registered office

Macadam House
2nd Floor
245 Gray's Inn Road
London
WC1X 8QB

Registered number

04778650 (England and Wales)

**The Association of Managers of Student
Services in Higher Education
Directors' Report
For the year ended 31 August 2014**

The directors present their report and the unaudited financial statements for the year ended 31 August 2014.

Principal activity

The principal activity of the company in the year was that of a professional association of managers of student services in higher education.

Directors

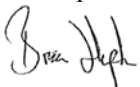
The directors shown below have held office during the whole of the period from 1 September 2013 to the date of this report.

B Lewis
B Hipkin
N Redman
S Dale
B Bailey
F Sherrington
J Aldridge
C Lowther
I Munton (appointed 22 January 2014)
M Lorenzini (appointed 1 September 2014)
H McNeely (appointed 1 September 2014)
M Barron (appointed 1 September 2014)
C Twine (resigned 31 August 2014)
L Pay (resigned 21 January 2014)
S Olohan (resigned 31 August 2014)

Changes following the date of this report but before report was signed were as follows:

The report of the directors has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

This report was approved by the board and signed on its behalf.



.....
B Hipkin
Director

Approved by the board:

**The Association of Managers of Student
Services in Higher Education
Profit and Loss Account
For the year ended 31 August 2014**

	Notes	2014 £	2013 £
Turnover		262,984	259,301
		<hr/>	<hr/>
Gross Profit		262,984	259,301
Administrative expenses		296,509	264,301
		<hr/>	<hr/>
		(33,525)	(5,000)
Other operating income		38	38
		<hr/>	<hr/>
Operating loss	2	(33,487)	(4,962)
Interest payable and similar charges		-	-
		<hr/>	<hr/>
Profit/loss on ordinary activities before taxation		(33,487)	(4,962)
Tax on loss on ordinary activities	3	-	-
		<hr/>	<hr/>
Profit/loss for the financial year	7	(33,487)	(4,962)
		<hr/> <hr/>	<hr/> <hr/>

The notes on page 5 and 6 form part of these financial statements.

**The Association of Managers of Student
Services in Higher Education
Balance Sheet
As at 31 August 2014**

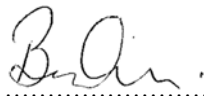
04778650

	Notes	2014		Restated 2013	
		£	£	£	£
Fixed assets					
Tangible assets	4		618		824
Current Assets					
Debtors	5	104,476		136,865	
Cash at bank and in hand		<u>148,217</u>		<u>210,717</u>	
		252,693		347,582	
Creditors: amounts falling due within one year	6	<u>91,409</u>		<u>153,017</u>	
Net Current Assets/Liabilities			161,284		194,565
Total assets less current liabilities			<u>161,902</u>		<u>195,389</u>
Reserves					
Other reserves	7		69,360		69,360
Profit and loss account	7		92,542		126,029
			<u>161,902</u>		<u>195,389</u>

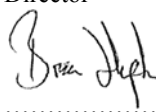
The directors' consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 and members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. The directors' acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 August 2014 and of its surplus for the year then ended in accordance with the requirements of section 396 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the company.

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

The financial statements were approved and authorised for issue by the board and were signed on its behalf on .


.....

B Lewis
Director


.....

B Hipkin
Director

The notes on pages 5 and 6 form part of these financial statements.

**The Association of Managers of Student
Services in Higher Education
Notes Financial Statements
For the year ended 31 August 2014**

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 Standards for Smaller Entities (effective April 2008).

The company has taken advantage of the exemption, conferred by Financial Reporting Standard 1, from presenting a cash flow statement as it qualifies as a small company.

b Turnover

Turnover represents members subscriptions, conference fees and externally funded projects.

c Tangible fixed assets

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

Plant and machinery etc - 25% on reducing balance basis

d Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

2. Operating profit/(loss)

The operating profit is stated after charging:

	£	£
Depreciation - owned assets	<u>206</u>	<u>275</u>

3. Taxation

Analysis of the tax charge

No liability to UK corporation tax arose on ordinary activities for the year ended 31 August 2014 nor for the year ended 31 August 2013.

4. Tangible Fixed Assets

Cost	Plant and machinery £
At 1 September 2013	7,262
Additions	-
Disposals	-
At 31 August 2014	<u>7,262</u>
Depreciation	
At 1 September 2013	6,438
Provision in the year	206
At 31 August 2014	<u>6,644</u>
Net Book value:	
At 31 August 2014	<u>618</u>
At 31 August 2013	<u>824</u>

**The Association of Managers of Student
Services in Higher Education
Notes Financial Statements
For the year ended 31 August 2014**

5. Debtors: amounts falling due within one year			Restated
		2014	2013
		£	£
Trade debtors		83,564	135,181
Other debtors		20,912	1,684
		<u>104,476</u>	<u>136,865</u>
6. Creditors: amounts falling due within one year		2014	2013
		£	£
Trade creditors		12,833	4,400
Taxation and social security		-	43,109
Other creditors		78,576	105,508
		<u>91,409</u>	<u>153,017</u>
7. Reserves		Profit and loss account	Other reserves
		£	£
At 1 September 2013		169,138	69,360
Prior year adjustment		(43,109)	-
		<u>126,029</u>	<u>69,360</u>
Profit/(loss) for the year		(33,487)	-
As 31 August 2014		<u>92,542</u>	<u>69,360</u>
		<u>161,902</u>	<u>161,902</u>

**The Association of Managers of Student
Services in Higher Education
Detailed Profit and Loss Account
For the year ended 31 August 2014**

	2014		Restated 2013	
	£	£	£	£
Turnover				
Subscriptions	94,052		102,388	
Conferences	103,399		102,688	
CPD	22,920		44,535	
Grant income	-		1,000	
Sponsorship	42,613		10,000	
VAT adjustment	-		(13,406)	
Training and development	-		2,300	
Other projects	-		9,796	
		262,984		259,301
Other income				
Deposit account interest		38		38
Gross Profit		263,022		259,339
Expenditure				
Insurance	764		895	
Executive	-		1,298	
Telephone	2,283		1,087	
Post and stationery	1,519		1,236	
Website	6,061		7,014	
Conferences	112,040		84,484	
CPD	7,932		21,042	
Other projects	15,009		10,796	
Subscriptions	-		1,111	
National office	116,068		131,714	
Advertising and promotion	1,393		587	
Accountancy	2,860		1,012	
Professional fees	2,375		-	
Consultancy services	27,180		1,264	
Bank charges	88		-	
Bad debts	731		486	
Depreciation	206		275	
		(296,509)		(264,301)
Net profit/(loss)		(33,487)		(4,962)

This page does not form part of the statutory financial statements