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**JNCC SUPPORT CO.**  
**BOARD MEETING**

**ADOPTION OF THE DIRECTORS REPORT AND FINANCIAL STATEMENTS  
FOR JNCC SUPPORT CO**

**Paper by David Burton**

**1 Introduction**

- 1.1 It is the responsibility of the members of a company at each Annual General Meeting (AGM) to adopt the Directors Report and Financial Statements for the company so that they may be lodged with Companies House.

**2. Directors Report and Financial Statements for year ended 31 March 2006**

- 2.1. Copies of the Directors Report and Financial Statements, attached at Annex 1, have been circulated to the members of the Audit and Risk Management Committee which will alert the Board to levels of errors identified at this meeting. The ARMC will discuss the report and statements in their meeting scheduled for the afternoon of 26<sup>th</sup> June and report back to the September Board meeting.

**3. Letter of representation**

- 3.1. Attached as Annex 2 is the letter of representation which is to be signed by the Managing Director on behalf of the board, confirming that the board is satisfied as to the completeness of information provided and disclosures given to the external auditors. Annex 3 details potential adjustments not made in the accounts for reasons of immateriality, referred to in the letter of representation.

**4. The Board is invited to recommend to the members of the company that they adopt the Directors Report and Financial Statements for the year ended 31 March 2006, and approve the signature of the letter of representation.**