# PENTLAND AVIATION FUELLING SERVICES LIMITED (REGISTERED NO. 2544586)

REPORT AND ACCOUNTS

**31 December 1997** 

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#### DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 1997

The Directors present herewith their report and the audited financial statements of the Company for the year ended 31 December 1997.

#### PRINCIPAL ACTIVITY

The principal activity of the Company during the period was that of aircraft refuelling. The Company was previously dormant and commenced trading activities from 1 July 1996.

#### CONSTITUTION

Pentland Aviation Fuelling Services Limited is a joint venture company equally owned by Conoco Limited and BP Oil UK Limited.

#### **DIRECTORS' INTERESTS IN SHARES**

None of the directors in office at the end of the year had any disclosable interests in the share capital of the company during the year.

#### **REVIEW OF THE BUSINESS**

A summary of the results for the year is given on page 4 of the financial statements.

The directors consider the results to be satisfactory.

#### **RESULTS AND DIVIDENDS**

The results for the year shows a profit on ordinary activities after taxation of £357,476 (1996 - £275,122). The directors recommend the payment of a first and final dividend of 1997 of £250,494 (1996 - £214,609), and hence the balance of £106,982 (1996 - £60,513) will be transferred to reserves.

#### SHARE CAPITAL

The share capital is jointly owned by Conoco Limited and BP Oil UK Limited and rank pari-passu in every respect (see note 13).

#### **DIRECTORS' AND THEIR INTERESTS**

JD Beeby JA Grant HJ Harris RW Houghton

There are no directors interests requiring disclosure under the Companies Act 1985.

# DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 1997 (CONTINUED)

#### STATEMENTS OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each year which give a true and fair view of the statement of affairs of the Company and of the profit or loss of the Company for that period. In preparing those financial statements, the directors are 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 financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are 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.

#### **AUDITORS**

A resolution to reappoint Price Waterhouse as auditors and to authorise the directors to fix their remuneration will be proposed at the Company's annual general meeting.

On behalf of the Board

RPB SWALLOW

Company Secretary

30 June 1998

Registered Office:
Conoco Centre
Warwick Technology Park
Gallows Hill
Warwick
CV34 6DA

### Price Waterhouse



# AUDITORS' REPORT TO THE MEMBERS OF PENTLAND AVIATION FUELLING SERVICES LIMITED

We have audited the financial statements on pages 4 to 13 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

#### Respective responsibilities of directors and auditors

As described on page 2 the Company's directors are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to 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 financial statements. It also includes an assessment of the significant estimates and judgements made by the director in the preparation of the financial statements, 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 financial statements are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### **Opinion**

In our opinion the financial statements give a true and fair view of the state of the Company's affairs as at 31 December 1997 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

PRICE WATERHOUSE Chartered Accountants and Registered Auditors

30 June 1998

#### PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 1997

	<u>Note</u>	<u>1997</u> £	1996 £
TURNOVER	2	3,899,522	1,981,345
Cost of sales		( <u>1,133,812</u> )	<u>(587,710</u> )
GROSS PROFIT		2,765,710	1,393,635
Administrative expenses Distribution costs		(1,441,824) <u>(686,554</u> )	(881,022) <u>(177,328)</u>
OPERATING PROFIT	3	637,332	335,285
Interest receivable Interest payable		12,481 _(292,337)	1,840 <u>(34,552</u> )
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		357,476	302,573
Taxation on profit on ordinary activities	6	_	(27,541)
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION		357,476	275,122
Dividends	8	(250,494)	(214,609)
RETAINED PROFIT FOR THE FINANCIAL YEAR		106,982	60,513

The notes on pages 7 to 13 form an integral part of these financial statements. All turnover and operating profit arise from continuing activity.

All recognised gains and losses are included on the profit and loss account.

The reconciliation of the movement in shareholders' funds is provided in note 14.

### BALANCE SHEET FOR THE YEAR ENDED 31 DECEMBER 1997

	<u>Note</u>	<u>1997</u> £	199 <u>6</u> £
FIXED ASSETS			
Tangible assets	9	4,074,521	<u>3,734,984</u>
CURRENT ASSETS			
Debtors Cash at bank and in hand	10	638,115 660,709	533,418 407,148
		1,298,824	940,566
CURRENT LIABILITIES			
Creditors (amounts falling due within one year)	11	<u>(897,500</u> )	<u>(781,687</u> )
NET CURRENT ASSETS		401,324	158,879
TOTAL ASSETS LESS CURRENT LIABILITIES		4,475,845	3,893,863
Creditors (amounts falling due after one year)	12	( <u>4,308,250</u> )	(3,833,250)
		167,595 ———	60,613
FINANCED BY:			
Called up share capital Profit and loss account	13	100 <u>167,495</u>	100 <u>60,513</u>
EQUITY SHAREHOLDERS' FUNDS	14	167,595	60,613
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Approved by the Board on 30 June 1998 and signed on its behalf by:

J.D. BEERY DIRECTOR

### CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 1997

	<u>Note</u>	<u>1997</u> £	Restated 1996 £
Cash flow from operating activities	15	815,149	439,762
Return on investments and servicing of finance	15	(257,063)	(32,712)
Taxation		(27,252)	-
Capital expenditure	15	(537,664)	(3,833,250)
Equity dividends paid		(214,609)	
Cash inflow before use of liquid resources and financing		(221,439)	(3,426,200)
Management of liquid resources		-	-
Financing	15	<u>475,000</u>	<u>3,833,348</u>
INCREASE IN CASH IN THE PERIOD	16	253,561	407,148
RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET DEBT			
Increase in cash in the period Cash inflow from increase in debt		253,561 (475,000)	407,148 ( <u>3,833,250</u> )
Movement in net debt in the period		(221,439)	(3,426,102)
Net debt at 1 January		(3,426,102)	
NET DEBT AT 31 DECEMBER		(3,647,541)	(3,426,102)

Prior year comparatives have been restated following the adoption of FRS1 (Revised).

### NOTES TO THE ACCOUNTS - 31 DECEMBER 1997

#### 1 ACCOUNTING POLICIES

#### (1) Accounting conventions

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

#### (2) Turnover

Turnover represents the net invoiced value of fuel delivered at predetermined throughput rates, and services provided, excluding VAT.

#### (3) Depreciation

Depreciation is provided on all tangible assets at the following rates in order to write off the cost of the assets over their estimated useful lives.

Leasehold land and buildings 30 years
Plant and machinery 16 to 20 years

#### (4) Deferred taxation

Deferred taxation is provided on timing differences using the liability method to the extent that there is a reasonable probability that such taxation will become payable in the foreseeable future.

#### (5) <u>Leases</u>

Operating lease rentals are charged to the profit and loss account during the period to which they relate.

#### 2 TURNOVER

The turnover and pre-tax profit are wholly attributable to the Company's main activities.

The geographical analysis and turnover by destination is as follows:

	<u>1997</u> £	<u>1996</u> £
United Kingdom Europe (non-EC)	3,315,906 <u>583,616</u>	1,753,817 <u>227,528</u>
	3,899,522	1,981,345

### NOTES TO THE ACCOUNTS - 31 DECEMBER 1997 (CONTINUED)

#### 3 OPERATING PROFIT

This is stated after charging the following:

	<u>1997</u> £	<u>1996</u> £
Staff costs (see note 5) Directors' costs Auditors' remuneration Depreciation	1,035,899 14,218 3,756 198,125	509,637 5,928 5,000 98,266

#### 4 DIRECTORS' REMUNERATION

The directors are not remunerated by Pentland Aviation Fuelling Services Limited. The costs shown are incurred for nominal expenses and reimbursement of costs and expenses made in relation to their services.

#### 5 STAFF COSTS

	<u>1997</u> £	<u>1996</u> £
Wages and salaries Social Security Pensions	896,111 71,300 <u>68,488</u>	441,609 37,307 30,721
	1,035,899	509,637

The above costs are incurred by Simon Storage Group Limited and recharged to Pentland Aviation Fuelling Services Limited under a service contract. There are no employees under contract to Pentland Aviation Fuelling Services Limited.

The employees are members of the Simon Group PLC Pension Scheme which is a defined benefit scheme. Further details of the scheme are disclosed in the accounts of Simon Group PLC.

The costs are for 38 employees (1996 - 37 employees) as follows:

	<u>1997</u> Number	1996 Number
Airport Managers Refuelling Personnel Administration	2 32 <u>4</u>	2 31 <u>4</u>
	38	37
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# NOTES TO THE ACCOUNTS - 31 DECEMBER 1997 (CONTINUED)

#### 6 TAXATION

	<u>1997</u> £	<u>1996</u> £
Based on profit for the year: Corporation tax at 31.5% (1996 - 33%)	-	27,451

#### 7 DEFERRED TAXATION

There is no provision for deferred tax for the year (1996 - Nil), the potential provision on a full provision basis at 31% would be as follows:

	<u>1997</u> £	<u>1996</u> £
Accelerated capital allowances Short term timing differences	262,494 <u>(35,650</u> )	95,234 <u>(13,200</u> )
	226,844	82,034

The company has tax losses of £158,044 available for offset in the future.

#### 8 DIVIDENDS

	<u>1997</u> £	<u>1996</u> £
Dividends proposed	250,494	214,609

# NOTES TO THE ACCOUNTS - 31 DECEMBER 1997 (CONTINUED)

### 9 TANGIBLE FIXED ASSETS

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	Leasehold Land and <u>Buildings</u> £	Plant and Machinery £	Total
Cost or valuation at 1 January 1997 Additions Disposals	852,000 	2,981,250 537,664 	3,833,250 537,664
At 31 December 1997	852,000 ————	3,518,914	4,370,914
Depreciation for 1 January 1997 Charge for the year Disposals	14,200 28,404	84,068 169,721	98,268 198,125
At 31 December 1997	42,604	253,787	296,391
Net book value at 31 December 1997	809,396	3,265,125	4,074,521
Net book value at 31 December 1996	837,800	2,897,182	3,734,982
DEBTORS			
		<u>1997</u> £	<u>1996</u> £
Trade debtors Other debtors		409,583 <u>228,532</u>	484,626 _48,7 <u>92</u>
		638,115	533,418
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# NOTES TO THE ACCOUNTS - 31 DECEMBER 1997 (CONTINUED)

# 11 CREDITORS (amounts falling due within one year)

1.1	CKEDITORO (amounto iami)	,		
			<u>1997</u> £	<u>1996</u> £
	Trade creditors Accruals and deferred income Corporation tax Dividend proposed		443,415 203,392 199 <u>250,494</u>	297,895 241,732 27,451 214,609
			897,500	781,687
				· <u></u>
12	CREDITORS (amounts fallin	g due after one year)		
			<u>1997</u> £	<u>1996</u> £
	Loans from shareholders	<ul><li>Conoco Limited</li><li>BP Oil UK Limited</li></ul>	1,720,000 2,588,250	1,720,000 2,113,250
			4,308,250	3,833,250

The loans are payable upon demand but the shareholders have indicated that they do not anticipate requiring repayment for a period of 12 months from the date of these accounts.

#### 13 SHARE CAPITAL

	<u>1997</u> £	<u>1996</u> £
Authorised: Ordinary £1 Ordinary £1 - "A" shares Ordinary £1 - "B" shares	500 50 <u>0</u>	500 _500
	1,000	1,000
	<del></del>	
	1997 £	<u>1996</u> £
Allotted and Fully Paid:	_	
Ordinary £1 Ordinary £1 - "A" shares Ordinary £1 - "B" shares	50 50	50 
	100	100

During the year the share capital was restructured and ranked into A and B ordinary shares, both of which rank pari-passu in respect of their rights.

# NOTES TO THE ACCOUNTS - 31 DECEMBER 1997 (CONTINUED)

# 14 RECONCILIATION OF MOVEMENTS IN SHAREHOLDERS' FUNDS

		<u>1997</u> £	<u>1996</u> £
	Profit for the financial year Dividends	357,476 ( <u>250,494</u> )	275,122 ( <u>214,609</u> )
	New share capital subscribed	106,982	60,513 <u>98</u>
	Net addition to shareholders' funds Opening shareholders' funds	106,982 _60,613	60,611 2
	Closing shareholders' funds	167,595 ———	60,613
15	ANALYSIS OF CASH FLOWS	<u>1997</u> £	1996 £
	RECONCILIATION OF OPERATING PROFIT TO NET CASH FLOW FROM OPERATING ACTIVITIES		
	Operating profit Depreciation charge Increase in debtors Decrease in creditors	637,332 198,125 (104,697) <u>84,389</u>	335,285 98,266 (533,416) 539,627
	NET CASH INFLOW FROM OPERATING ACTIVITIES	815,149 ———	439,762
	Returns on Investments and Servicing of Finance: Interest received Interest paid	12,481 (269.544) (257,063)	1,840 (34,552) (32,712)
	Capital Expenditure: Purchase of tangible fixed assets	<u>(537,664</u> )	(3,833,250)
	Financing: Issue of ordinary share capital Increase in debt due beyond one year	<u>475,000</u>	98 <u>3,833,250</u>
		475,000	3,833,348
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#### NOTES TO THE ACCOUNTS - 31 DECEMBER 1997 (CONTINUED)

#### 16 ANALYSIS OF BALANCES OF CASH AS SHOWN IN THE BALANCE SHEET

	<u>1997</u> £	<u>1996</u> £	Change in the year £
Cash at bank and in hand	660,709	407,148	253,561

#### 17 ULTIMATE PARENT UNDERTAKINGS

As described on page 1 of the directors' report, the Company is owned equally by Conoco Limited and BP Oil UK Limited.

#### 18 RELATED PARTY TRANSACTIONS

The Company provides fuelling services for its joint owners, Conoco Limited and Air BP Limited, a subsidiary of BP Oil UK Limited.

During 1997 the amounts invoiced to Conoco Limited in respect of these services were £1,163,840 (1996 - £663,906) and as at 31 December 1997 an amount of £123,399 (1996 - £183,442) was owed to the Company by Conoco Limited.

During 1997 the amounts invoiced to Air BP Limited in respect of these services were £2,169,221 (1996 - £1,132,870) and as at 31 December 1997 an amount of £215,512 (1996 - £244,265) was owed to the Company by Air BP Limited.