# PURCELL MILLER TRITTON LLP MEMBERS' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2009

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#### LIMITED LIABILITY PARTNERSHIP INFORMATION

**Designated members** 

J M Burton A R Clark M W Goldspink J H Kennedy M J Morrison C J Betts

Limited liability partnership number

OC315259

Registered office

3 Colegate Norwich Norfolk NR3 1BN

**Auditors** 

Larking Gowen King Street House 15 Upper King Street

Norwich NR3 1RB

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# MEMBERS' REPORT (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

The members present their report and financial statements for the year ended 30 April 2009

#### Principal activities and review of the business

The principal activities of the limited liability partnership continue to be that of architecture, historic building consultancy, strategic planning, project management and interior design

The increase in turnover and profits for the year were in line with expectations

#### **Designated Members**

The following designated members have held office since 1 May 2008

J M Burton A R Clark M W Goldspink J H Kennedy M J Morrison C J Betts

#### Members' drawings and the subscription and repayment of members' capital

Designated members are remunerated solely out of the profits of the partnership, other members are salaried under employment contracts

The members' policy on drawings allows each designated member to draw a proportion of their profit share, subject to the cash requirements of the business

Capital requirements are determined by the designated members and are reviewed at least annually. All members are required to subscribe a proportion of that capital

#### Statement of members' responsibilities

The designated members are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations

Company law (as applied to limited liability partnerships by regulation 3 of the Limited Liability Partnerships Regulations 2001) requires the designated members to prepare financial statements for each financial year Under that law the designated members have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) The financial statements are required by law to give a true and fair view of the state of affairs of the limited liability partnership and of the profit or loss of the limited liability partnership for that period in preparing those financial statements, the designated members are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the limited liability partnership will continue in business

The designated members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the limited liability partnership and enable them to ensure that the financial statements comply with the Companies Act 1985 (as applied to limited liability partnerships by regulation 3 of the Limited Liability Partnerships Regulations 2001)

They are also responsible for safeguarding the assets of the limited liability partnership and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

### MEMBERS' REPORT (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

The designated members are responsible for the maintenance and integrity of the corporate and financial information included on the limited liability partnership's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### Statement of disclosure to auditor

- (a) so far as the members are aware, there is no relevant audit information of which the limited liability partnership's auditors are unaware, and
- (b) we have taken all the steps that we ought to have taken as members in order to make ourselves aware of any relevant information and to establish that the liability partnership's auditors are aware of that information

#### **Auditors**

Larking Gowen have signified their willingness to continue in office and a resolution to re-appoint them as auditors will be proposed to the Members

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On behalf of the members

M W Goldspink

Designated Member

Date 31/01/10



# INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF PURCELL MILLER TRITTON LLP

We have audited the financial statements of Purcell Miller Tritton LLP for the year ended 30 April 2009 set out on pages 5 to 15. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the limited liability partnership's members, as a body, in accordance with Section 235 of the Companies Act 1985 (as applied to limited liability partnerships by regulation 3 of the Limited Liability Partnerships Regulations 2001) Our audit work has been undertaken so that we might state to the limited liability partnership's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the limited liability partnership and the limited liability partnership's members as a body, for our audit work, for this report, or for the opinions we have formed

#### Respective responsibilities of the members and auditors

The members' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Members' Responsibilities

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985 (as applied to limited liability partnerships by regulation 3 of the Limited Liability Partnerships Regulations 2001) We also report to you if, in our opinion, the limited liability partnership has not kept proper accounting records or if we have not received all the information and explanations we require for our audit

We read the members' report and consider the implications for our report if we become aware of any apparent misstatements within it

#### Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 members in the preparation of the financial statements, and of whether the accounting policies are appropriate to the limited liability partnership'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 misstatement, 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.

#### **INDEPENDENT AUDITORS' REPORT (CONTINUED)** TO THE MEMBERS OF PURCELL MILLER TRITTON LLP

#### **Opinion**

In our opinion the financial statements

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the limited liability partnership's affairs as at 30 April 2009 and of its profit for the year then ended, and,
- have been properly prepared in accordance with the Companies Act 1985 (as applied to limited liability partnership's by regulation 3 of the Limited Liability Partnerships Regulations 2001)

**Larking Gowen** 

**Chartered Accountants Registered Auditors** Norwich

10th February 2010

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30 APRIL 2009

	Notes	Y/E 2009 £	Y/E 2008 £
Turnover	2	11,256,974	10,008,159
Cost of sales		(5,009,082)	(3,836,760)
Gross profit  Administrative expenses		6,247,892	6,171,399 (3,898,227)
Administrative expenses			(0,090,227)
Operating profit	3	2,306,669	2,273,172
Interest receivable	6	9,958	10,858
Profit on ordinary activities before taxation		2,316,627	2,284,030
Profit for the year before members' remuneration and profit shares		2,316,627	2,284,030
Members remuneration charged as an expense	4	(1,040,246)	(2,284,030)
Profit for the year available for division among members	i	1,276,381	-

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

# CASH FLOW STATEMENT FOR THE YEAR ENDED 30 APRIL 2009

	Notes	£	2009 £	£	2008 £
Fixed assets Intangible assets Tangible assets	7 8		42,000 385,368		56,000 499,008
			427,368		555,008
Current assets Debtors Cash at bank and in hand	9	3,183,740 923,714		3,429,446 533,978	
		4,107,454		3,963,424	
Creditors amounts falling due within one year	10	(1,460,980)		(1,705,020)	
Net current assets			2,645,474		2,258,404
Total assets less current liabilities - attributable to members			3,073,842		2,813,412
Represented by:					
Loans and other debts due to members Other reserves	11 11		1,797,461 1,276,381		2,813,412
Total members' interests	11		3,073,842		2,813,412
These financial statements were approved and	authoris	ed for issue l	by the Memb	ers on 3 (	101)10

On behalf of the Members

M W Goldspink / Designated Member

# CASH FLOW STATEMENT FOR THE YEAR ENDED 30 APRIL 2009

	£	2009 £	£	2008 £
Net cash inflow from operating activities		2,609,158		2,395,776
Returns on investments and servicing of finance Interest received		9,958		10,858
Capital expenditure Payments to acquire tangible assets Payments to acquire intangible assets Receipts from sales of tangible assets	(174,826) - 1,643		(392,314) (70,000)	
Net cash outflow for capital expenditure		(173,183)		(462,314)
Transactions with members and former members Drawings and distributions to members Capital contributions by members	ı	(2,056,197)		(1,847,918) 180,000
Increase in cash in the period		389,736		276,402

# NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 30 APRIL 2009

1	Reconciliation of operating profit to net cash inflow from operating activities		
		2009 £	2008 £
	Operating profit Depreciation of tangible assets Amortisation (Profit) / Loss on disposal of tangible assets Decrease/(Increase) in debtors (Decrease) / Increase in creditors falling due within one year	2,306,669 288,466 14,000 (1,643) 245,706 (244,040)	2,248,172 298,939 14,000 (686,779) 521,444
	Net cash inflow from operating activities	2,609,158	2,395,776
2	Analysis of net funds  1 May 2008 £	Cash flow 3	30 April 2009 £
	Net cash Cash at bank and in hand 533,978	389,736	923,714
3	Reconciliation of net cash flow to movement in net funds	2009 £	2008 £
	Opening net funds Increase in cash in the period	533,978 389,736	257,576 276,402
	Closing net funds	923,714	533,978

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

#### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention

#### 1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the Limited Liability Partnership Statement of Recommended Practice, which have been applied consistently (except as otherwise stated)

#### 1.3 Turnover

Turnover represents amounts receivable for services net of VAT

#### 1.4 Goodwill

Goodwill represents the excess of cost of acquisition over the fair value of the separable net assets of businesses acquired. Goodwill is written off in equal instalments over its estimated useful economic life of 5 years.

#### 1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows

Instruments and equipment

40% straight line in the year of addition, and then 25%

reducing balance

Fixtures and fittings

40% straight line in the year of addition, and then 25%

reducing balance

Computer equipment and software

33% straight line

#### 1.6 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term

#### 17 Revenue recognition

Revenue is recognised as earned when, and to the extent that, the firm obtains the right to consideration in exchange for its performance under these contracts. It is measured at the fair value of the right to consideration, which represents amounts chargeable to clients, including expenses and disbursements but excluding VAT.

Revenue is generally recognised as contract activity progresses so that for incomplete contracts it reflects the partial performance of the contractual obligations. For such contracts the amount of revenue reflects the accrual of the right to consideration by reference to the value of work performed. Revenue not billed to clients is included in debtors, and payments on account in excess of the relevant amount of revenue are included in creditors.

#### 1.8 Pensions

The limited liability partnership operates a defined contribution pension scheme for the benefit of its employees. Contributions are charged to the profit and loss account in the period they are payable.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

#### 2 Turnover

93 9% of the total turnover of the limited liability partnership for the period has been derived from its principal activity undertaken in the United Kingdom

The remaining 6 1% has been derived from activities undertaken in Eire and Hong Kong

#### 3 Operating profit

		2009	2008
		£	£
	Operating profit is stated after charging		
	Depreciation on tangible assets	288,466	298,939
	Amortisation	14,000	14,000
	(Profit) / Loss on disposal of tangible assets	(1,643)	· -
	Operating lease rentals – land and buildings	345,292	323,303
	Auditors' remuneration	7,850	7,850
Į.	Members' remuneration charged as an expense		
		2009	2008
		£	£
	Remuneration paid under an employment contract	1,040,246	946,399
	Paid under the terms of the LLP agreement	-	1,337,631
		1,040,246	2,284,030

Members' remuneration charged as an expense represents remuneration that is payable to a member which falls to be treated as a charge against profits and not an allocation of profits. The treatment of members' remuneration in the profit and loss account is determined by reference to the nature of participation rights that give rise to the remuneration. Where members' participation rights such as remuneration give rise to liabilities in accordance with FRS 25, it is charged as an expense.

Remuneration paid under an employment contract represents remuneration paid to members where they are legally employees of the LLP

#### 5 Information in relation to members

	2009 Number	2008 Number
The average number of members during the period was	23	23
	2009 £	2008 £
Profit attributable to the member with the largest entitlement was	265,938	292,300

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

Profit attributable to the member with the largest entitlement is determined by reference to notional salary, interest on capital and share of allocated profit

6	Investment income		
		2009 £	2008 £
	Bank interest	9,958	10,858
7	Intangible fixed assets		Goodwill
			£
	Cost At 1 May 2008 Additions		70,000
	At 30 April 2009		70,000
	Amortisation At 1 May 2008 Charge for the year		14,000 14,000
	At 30 April 2009		28,000
	Net book value At 30 April 2009		42,000
	At 30 April 2008		56,000

The goodwill arose on the purchase of an architectural practice in Bristol in May 2007

Goodwill arising on the acquisition of an incorporated business in 2007 is being amortised over 5 years. In the opinion of the members, this represents a prudent estimate of the period over which the group will derive economic benefit from the products acquired as part of that business.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

8	Tangible fixed assets	Instruments and	Fixtures and	Computer equipment	Total
		equipment £	fittings £	£	£
	Cost At 1 May 2008	421,842	240,137	894,091	1,556,070
	Additions	54,887	14,479	105,460	174,826
	At 30 April 2009	476,729	254,616	999,551	1,730,896
	Depreciation				
	At 1 May 2008	275,527	153,362	628,173	1,057,062
	Charge for the year	58,534	27,486	202,446	288,466
	At 30 April 2009	334,061	180,848	830,619	1,345,528
	Net book value				
	At 30 April 2009	142,668	73,768	168,932	385,368
	At 30 April 2008	146,315	86,775	265,918	499,008
9	Debtors			2009 £	2008 £
	Trade debtors			2,788,304	2,652,647
	Other debtors			40,356	21,103
	Prepayments Amounts recoverable on contracts			203,292 151,788	186,806 568,890
				3,183,740	3,429,446

All amounts shown under debtors are receivable within one year

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

10	Creditors: amounts falling due within one year	2009 £	2008 £
	Trade creditors	355,228	436,099
	Taxes and social security costs	183,184	138,740
	Value added tax Other creditors	291,589 54,327	351,140
	Accruals	214,825	306,174 147,367
	Deferred income	361,827	325,500
		1,460,980	1,705,020
11	Members' interests	Other reserves £	Loans and other debts due to/(from) members
	Members' interests at 1 May 2008	-	2,813,412
	Remuneration paid under an employment contract Profit for the year available for division among members	1,276,381 ————	1,040,246
		1,276,381	3,853,658
	Members' interests after profit for the period	.,,	-,,
	Introduced by members Drawings and distributions to members	-	- (1,578,968)
	Introduced by members	-	-
	Introduced by members Drawings and distributions to members	1,276,381	- (1,578,968)

In the event of a winding up loans and other debts due to members will rank equally with unsecured creditors

#### 12 Pension costs

The limited liability partnership operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the limited liability partnership in an independent administered fund. The pension cost charge represents contributions payable by the limited liability partnership to the fund and for the year amounted to £171,986 (2008 £131,101).

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

#### 13 Financial commitments

At 30 April 2009 the limited liability partnership was committed to make the following payments under non-cancellable operating leases relating to land and buildings in the year ended 30 April 2010

	Land and Buildings 2009 £	Land and Buildings 2008 £
Operating leases which expire Within one year	23,030	-
Between two and five years	141,474	203,841
In over five years	142,430	106,100
	306,934	309,941
Employees	-	
Number of employees		
The average number of employees during the year was	2009	2008
	Number	Number
Technical	128	122
Administration	52	57
	180	179
Employment costs	2009	2008
	£	£
Wages and salaries	5,023,345	4,529,897
Social security costs	516,175	427,475
Pension costs	171,986	131,101
	5,711,506	5,088,473

#### 15 Control

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The limited liability partnership is controlled by the designated members

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2009

#### 16 Transactions with Members

The LLP leases premises at Rawstorn Road, Colchester which are owned by the wives of J M Burton and M J Morrison. The annual rental paid by the LLP for these premises is £26,000 (2008 £26,000).

The LLP also leases premises at 3 Colegate, Norwich, the owners of which include M J Morrison, J H Kennedy, J M Burton and D Bissonnet The annual rental paid by the LLP for these premises is £37,500 (2008 £37,500)