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**A&J (MAINTENANCE SUPPORT) LIMITED**

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**UNAUDITED**

**FINANCIAL STATEMENTS**

**INFORMATION FOR FILING WITH THE REGISTRAR**

**FOR THE YEAR ENDED 31 MARCH 2017**

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**A&J (MAINTENANCE SUPPORT) LIMITED**

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**COMPANY INFORMATION**

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<b>Director</b>	June Duncan
<b>Registered number</b>	SC080361
<b>Registered office</b>	11/13 Panmure Street Broughty Ferry Dundee DD5 2ER
<b>Accountants</b>	Findlay & Company 11 Dudhope Terrace Dundee DD3 6TS

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**A&J (MAINTENANCE SUPPORT) LIMITED**

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**A&J (MAINTENANCE SUPPORT) LIMITED**

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**REPORT TO THE DIRECTOR ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF A&J  
(MAINTENANCE SUPPORT) LIMITED  
FOR THE YEAR ENDED 31 MARCH 2017**

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of A&J (Maintenance Support) Limited for the year ended 31 March 2017 which comprise the Balance Sheet and the related notes from the Company accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants of Scotland, we are subject to its ethical and other professional requirements which are detailed at <http://www.icas.com/technical-resources/framework-for-the-preparation-of-accounts-revised-january-2017>.

This report is made solely to the director of A&J (Maintenance Support) Limited in accordance with the terms of our engagement letter dated 25 July 2014. Our work has been undertaken solely to prepare for your approval the financial statements of A&J (Maintenance Support) Limited and state those matters that we have agreed to state to the director of A&J (Maintenance Support) Limited in this report in accordance with the requirements of the Institute of Chartered Accountants of Scotland as detailed at <http://www.icas.com/technical-resources/framework-for-the-preparation-of-accounts-revised-january-2017>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than A&J (Maintenance Support) Limited and its director for our work or for this report.

It is your duty to ensure that A&J (Maintenance Support) Limited has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit or loss of A&J (Maintenance Support) Limited. You consider that A&J (Maintenance Support) Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or review of the financial statements of A&J (Maintenance Support) Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

**Findlay & Company**

11 Duchhope Terrace  
Dundee  
DD3 6TS  
20 December 2017

**A&J (MAINTENANCE SUPPORT) LIMITED**  
**REGISTERED NUMBER: SC080361**

**BALANCE SHEET**  
**AS AT 31 MARCH 2017**

	<b>Note</b>	<b>2017</b> <b>£</b>	<b>2016</b> <b>£</b>
<b>Fixed assets</b>			
Tangible assets	4	<b>70,591</b>	88,478
Investments	5	<b>2</b>	2
		<hr/>	<hr/>
		<b>70,593</b>	88,480
<b>Current assets</b>			
Debtors: amounts falling due within one year	6	<b>146,129</b>	149,484
Cash at bank and in hand	7	<b>26,697</b>	19,444
		<hr/>	<hr/>
		<b>172,826</b>	168,928
Creditors: amounts falling due within one year	8	<b>(262,264)</b>	(275,509)
		<hr/>	<hr/>
<b>Net current liabilities</b>		<b>(89,438)</b>	(106,581)
		<hr/>	<hr/>
<b>Total assets less current liabilities</b>		<b>(18,845)</b>	(18,101)
Creditors: amounts falling due after more than one year	9	<b>(922)</b>	(17,491)
		<hr/>	<hr/>
<b>Net liabilities</b>		<b>(19,767)</b>	(35,592)
		<hr/>	<hr/>
<b>Capital and reserves</b>			
Called up share capital	11	<b>1</b>	1
Capital redemption reserve		<b>1</b>	1
Profit and loss account		<b>(19,769)</b>	(35,594)
		<hr/>	<hr/>
		<b>(19,767)</b>	(35,592)
		<hr/>	<hr/>

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**A&J (MAINTENANCE SUPPORT) LIMITED**  
**REGISTERED NUMBER: SC080361**

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2017**

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The director considers that the Company is entitled to exemption from audit under section 477 of the Companies Act 2006 and members have not required the Company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements have been delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The Company has opted not to file the statement of income and retained earnings in accordance with provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the board and were signed on its behalf on 20 December 2017.

**June Duncan**

Director

The notes on pages 4 to 10 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017**

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**1. General information**

A&J (Maintenance Support) Limited is a registered private company by limited by shares, incorporated in Scotland within the United Kingdom (company number SC080361). The address of the registered office is given in the company information page of these financial statements.

The financial statements are presented in sterling which is the functional currency of the company.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with Section 1A of Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and the Companies Act 2006.

The following principal accounting policies have been applied:

**2.2 Revenue**

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Company and the revenue can be reliably measured. Revenue is measured as the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes. The following criteria must also be met before revenue is recognised:

**Rendering of services**

Revenue from a contract to provide services is recognised in the period in which the services are provided in accordance with the stage of completion of the contract when all of the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the Company will receive the consideration due under the contract;
- the stage of completion of the contract at the end of the reporting period can be measured reliably; and
- the costs incurred and the costs to complete the contract can be measured reliably.

**2.3 Tangible fixed assets**

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017

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**2. Accounting policies (continued)**

**2.3 Tangible fixed assets (continued)**

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line and reducing balance method.

Depreciation is provided on the following basis:

Freehold property	- 2% Depreciation
Plant and machinery	- 25% Straight Line
Motor vehicles	- 20% Straight Line
Office equipment	- 25% Straight Line
Other fixed assets	- 7.5% on a Reducing Balance and 5% of cost

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Income and Retained Earnings.

**2.4 Valuation of investments**

Investments in subsidiaries are measured at cost less accumulated impairment.

**2.5 Debtors**

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

**2.6 Cash and cash equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

**2.7 Financial instruments**

The Company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to related parties and investments in non-puttable ordinary shares.

**2.8 Creditors**

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017

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**2. Accounting policies (continued)**

**2.9 Finance costs**

Finance costs are charged to the Statement of Income and Retained Earnings over the term of the debt using the effective interest method so that the amount charged is at a constant rate on the carrying amount. Issue costs are initially recognised as a reduction in the proceeds of the associated capital instrument.

**2.10 Operating leases: the Company as lessee**

Rentals paid under operating leases are charged to the Statement of Income and Retained Earnings on a straight line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the lease term, unless another systematic basis is representative of the time pattern of the lessee's benefit from the use of the leased asset.

**2.11 Pensions**

**Defined contribution pension plan**

The Company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Company pays fixed contributions into a separate entity. Once the contributions have been paid the Company has no further payment obligations.

The contributions are recognised as an expense in the Statement of Income and Retained Earnings when they fall due. Amounts not paid are shown in accruals as a liability in the Balance Sheet. The assets of the plan are held separately from the Company in independently administered funds.

**2.12 Borrowing costs**

All borrowing costs are recognised in the Statement of Income and Retained Earnings in the year in which they are incurred.

**2.13 Taxation**

Tax is recognised in the Statement of Income and Retained Earnings, except that a charge attributable to an item of income and expense recognised as other comprehensive income or to an item recognised directly in equity is also recognised in other comprehensive income or directly in equity respectively.

The current income tax charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the balance sheet date in the countries where the Company operates and generates income.

**3. Employees**

The average monthly number of employees, including directors, during the year was 10 (2016 - 11).

**A&J (MAINTENANCE SUPPORT) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017**

**4. Tangible fixed assets**

	Freehold property £	Plant and machinery £	Motor vehicles £	Office equipment £	Other fixed assets £	Total £
<b>Cost or valuation</b>						
At 1 April 2016	46,051	147,310	99,300	34,082	644,746	971,489
Additions	-	-	-	829	-	829
At 31 March 2017	46,051	147,310	99,300	34,911	644,746	972,318
<b>Depreciation</b>						
At 1 April 2016	-	133,163	72,069	33,033	644,746	883,011
Charge for the year on owned assets	-	7,074	10,975	667	-	18,716
At 31 March 2017	-	140,237	83,044	33,700	644,746	901,727
<b>Net book value</b>						
At 31 March 2017	46,051	7,073	16,256	1,211	-	70,591
<b>At 31 March 2016</b>	46,051	14,147	27,231	1,049	-	88,478

Depreciation policy on buildings is to charge 2% per annum, the value of Freehold property above is almost entirely land and therefore any depreciation charge has been deemed immaterial.

**A&J (MAINTENANCE SUPPORT) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017**

**5. Fixed asset investments**

	Investments in subsidiary companies £
<b>Cost or valuation</b>	
At 1 April 2016	<b>2</b>
	<hr/>
At 31 March 2017	<b>2</b>
	<hr/>
<b>Net book value</b>	
At 31 March 2017	<b>2</b>
	<hr/>
<b>At 31 March 2016</b>	<b>2</b>
	<hr/>

**6. Debtors**

	2017 £	2016 £
Trade debtors	123,084	146,296
Amounts owed by group undertakings	16,702	-
Prepayments and accrued income	6,343	3,188
	<hr/>	<hr/>
	<b>146,129</b>	<b>149,484</b>
	<hr/>	<hr/>

**7. Cash and cash equivalents**

	2017 £	2016 £
Cash at bank and in hand	26,697	19,444
Less: bank overdrafts	(57,744)	(55,993)
	<hr/>	<hr/>
	<b>(31,047)</b>	<b>(36,549)</b>
	<hr/>	<hr/>

**A&J (MAINTENANCE SUPPORT) LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017**

**8. Creditors: Amounts falling due within one year**

	2017 £	2016 £
Bank overdrafts	57,744	55,993
Trade creditors	31,194	30,890
Amounts owed to group undertakings	-	4,843
Corporation tax	1,181	-
Other taxation and social security	24,744	27,557
Obligations under finance lease and hire purchase contracts	16,569	16,568
Other creditors	126,933	134,496
Accruals and deferred income	3,899	5,162
	<u>262,264</u>	<u>275,509</u>

**9. Creditors: Amounts falling due after more than one year**

	2017 £	2016 £
Net obligations under finance leases and hire purchase contracts	922	17,491
	<u>922</u>	<u>17,491</u>

**10. Financial instruments**

	2017 £	2016 £
<b>Financial assets</b>		
Financial assets measured at fair value through profit or loss	26,697	19,444
	<u>26,697</u>	<u>19,444</u>

Financial assets measured at fair value through profit or loss comprise of bank and cash at hand.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017

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11. Share capital

	2017 £	2016 £
<b>Shares classified as equity</b>		
<b>Authorised</b>		
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>
<b>Allotted, called up and fully paid</b>		
1 Ordinary share of £1	<u>1</u>	<u>1</u>

12. Pension commitments

The Company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the Company in an independently administered fund. The pension cost charge represents contributions payable by the Company to the fund and amounted to £2,405 (2016 - £3,705).

13. First time adoption of FRS 102

The policies applied under the entity's previous accounting framework are not materially different to FRS 102 and have not impacted on equity or profit or loss.