FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 1995

100851



Henderson, Black & Co. Chartered Accountants

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### DIRECTORS' REPORT

### FOR THE YEAR ENDED 31 MARCH 1995

The directors present herewith their annual report, together with the audited financial statements of the group for the year ended 31 March 1995

### **ACTIVITIES**

The company's principal activity during the year was that of an enterprise trust.

#### DIRECTORS AND THEIR INTERESTS

The directors of the company during the year were as follows:

- J.B. Clarke
- D. Dewar
- M.D. Dunsmore
- J.B. Gavin
- A.R. Grieve
- J.S. McArthur
- R.A. Rippin
- C.M. Risk
- C.R. Sneddon
- H.M. Wright (resigned 31/1/95)

The company is limited by guarantee, so no directors held shares.

#### AUDITORS

It is proposed that the company's present auditors, HENDERSON, BLACK & CO., be reappointed as auditors to the company to hold office for the ensuing year.

### SMALL COMPANY EXEMPTION

In preparing this report the directors have taken advantage of the special exemptions appropriate to small companies conferred by the Companies Act 1985 Schedule 8 Part 2.

By Order of the Board

Pagan Macbeth Secretaries

the October 1995

### STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the group and of the profit or loss of the group for that period. In preparing those financial statements, the directors are required to

- 1. Select suitable accounting policies and then apply them consistently
- 2. Make judgements and estimates that are reasonable and prudent
- 3. 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' REPORT TO THE SHAREHOLDERS OF NORTH EAST FIFE ENTERPRISE TRUST LIMITED YEAR ENDED 31ST MARCH 1995

We have audited the financial statements on pages 4 to 21 which have been prepared under the historical cost convention and the accounting policies set out on page 8.

### Respective Responsibilities of Directors and Auditors

As described on page 2 the company's directors are responsible for the preparation of 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 an examination, on a test basis, of evidence relevant to the accounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors 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 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.

#### Opinion

In our opinion the financial statements give a true and fair view of the state of affairs of the company and the group as at 31ST MARCH 1995 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985. We confirm that during the year the funds of the Trust were applied to meet the objectives for which approval was given under section 47(4) FA 1982 (now section 79(4) ICTA 1988).

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HENDERSON, BLACK & CO. CHARTERED ACCOUNTANTS & REGISTERED AUDITORS

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OCTOBER 1995

## CONSOLIDATED PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 1995

FOR THE YEAR ENDED 31 MARCH 19	995		1005		1004
	Notes	£	£	£	£
TURNOVER	2		253,241		198,227
COST OF SALES			25,683		16,562
CROSS PROFIT			227,558		181,665
Distribution costs Administrative expenses		16,555 204,766		165,616	
			221,321		165,616
Other operating income	3		6,237 17,250		16,049
OPERATING PROFIT	4/5		23,487		16,049
Interest receivable Interest payable	6 7	760 (12,790)	(12,030)	798 (8,735)	(7,937)
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	er.		11,457		8,112
Tax on ordinary activities	8		2,445		771
RETAINED PROFIT FOR THE YEAR			9,012		7,341
Retained profit brought forward			48,675		41,334
RETAINED PROFIT CARRIED FORWARD		1	£ 57,687	£	48,675

The group made no recognised gains or losses in the years ended 31 March 1995 and 1994 other than the profit for the year. The profit arose wholly from continuing activities and was the only change in members funds.

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 1995 (THE COMPANY)							
	Notes	£	1995 £	£	1994 £		
TURNOVER	2		130,921		119,337		
ADMINISTRATION COSTS			121,775		112,489		
OPERATING PROFIT	3/4		9,146		6,848		
Interest receivable Interest payable	5 6	153 (1,221)	(1,068)	768 (868)	(100)		
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION			8,078		6,748		
Tax on ordinary activities	7		38		192		
RETAINED PROFIT FOR THE YEAR			8,040		6,556		
Retained profit brought forward			48,958		42,402		
RETAINED PROFIT CARRIED FORWARD		3	£ 56,998	£	48,958		

The company made no recognised gains or losses in the years ended 31 March 1994 and 1995 other than the profit for the year, which arose wholly from continuing activities and was the only change to members' funds.

### CONSOLIDATED BALANCE SHEET

AS AT 31 MARCH 1995			1995		1994
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	9		720,253		264,279
CURRENT ASSETS					
Debtors Cash at bank and in hand	10	29,668 31,447		30,123	
		61,115		68,235	
CREDITORS - amounts falling due within one year	11	(51,849)		(37,438)	
NET CURRENT ASSETS			9,266		30,797
ASSETS LESS CURRENT LIABILITIES			729,519		295,076
CREDITORS - amounts falling of after more than one year ACCRUAIS AND DEFERRED INCOME.	iue 12-14		(552,738) (119,094)		(183,981) (62,420)
NET ASSETS			£ 57,687		£ 48,675
Financed by:					
CAPITAL AND RESERVES					
Profit and loss account			57,687		48,675
Members' Funds			£ 57,687		£ 48,675

Signed on behalf of the Board

MMM ) Directors
Dated: /6 October 1995

The accounts were approved by the Board on  $16^{50}$  Oct 1995

NORTH EAST FIFE ENTERPRISE TRUST LIMITED							
BALANCE SHEET AS AT 31ST MARCH 1995 (THE CO		£	1995 £	£	1994 £		
	Notes	L	1.	4	4		
FIXED ASSETS							
Tangible assets Investments	9		22,116 10,004		6,591 10,004		
			32,120		16,595		
CURRENT ASSETS							
Debtors Cash at bank and in hand	10	55,760 13		32,410 25,521			
		55,773		57,931			
CREDITORS - amounts falling due within one year	11	(17,378)		(25,568)			
NET CURRENT ASSETS			38,395		32,363		
ASSETS LESS CURRENT LIABILITIES			70,515		48,958		
CREDITORS - amounts falling of after more than one year	due 12		(13,517)				
NET ASSETS		£	56,998 ———	£	48,958		
Financed by:							
CAPITAL AND RESERVES							
Profit and loss account			56,998		48,958		
MEMBERS' FUNDS		£	56,998	£	48,958		
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Signed on behalf of the Board

Directors

| Directors

Dated: 16 OCTOBER 1995

The accounts were approved on /6 October 1995.

## NOTES TO THE ACCOUNTS AS AT 31 MARCH 1995 (CONSOLIDATED)

#### 1. ACCOUNTING POLICIES

1.1 Accounting conventions

The financial statements are prepared under the historical cost convention. They represent the consolidation of the accounts of The North East Fife Enterprise Trust Limited and its subsidiaries for the year ended 31 March 1995.

### 1.2 Turnover

This represents the donations received by the Trust, together with services provided, including rent of property.

### 1.3 Pension contributions

The company makes contributions to a defined contribution scheme on behalf of one employee.

### 1.4 Depreciation of tangible assets

Provision is made for depreciation on all tangible assets, other than freehold land, at rates calculated to write off the cost or valuation, less estimated residual value, of each asset over its expected useful life, as follows:

Heritable property: over 20 or 50 years
Leasehold property improvements: over the lease term
Fixtures and fittings: over 3 to 10 years
Plant and machinery: over 3 to 10 years
Office equipment: over 3 to 10 years
Motor vehicles: over 3 to 10 years

### 1.5 Cash Flow Statement

The group is not obliged to prepare a Cash Flow Statement.

#### 1.6 Grants

Grants on capital expenditure are credited to a deferred income account and are amortized over the same period as the equivalent assets are depreciated.

Grants of a revenue nature are credited against the costs to which they relate, where appropriate, or included in turnover.

### 1.7 Leasing and hire purchase commitments

Assets obtained under finance leases and hire purchase contracts are capitalised in the balance sheet, and are depreciated over their useful economic lives.

The interest element of the rental obligations is charged to profit and loss account over the period of the lease, and represents a constant proportion of the balance of capital repayments outstanding. Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

## NOTES TO THE ACCOUNTS AS AT 31 MARCH 1995 (CONSOLIDATED) - continued

### 2. TURNOVER

The turnover and pre-tax Profit are attributable to the following activities:

	Tur	nover	<u>Pre-t</u> Profit/(	
	1995 £	1994 £	1995 £	1994 £
Core Activities Property Management	130,921 44,234	119,337 37,875	8,078 2,491	6,760 615
Training	76,508	41,015	768	737
Sale of Goods	1,578	_	120	-
	£253,241	£198,227 £	 11,457 £	8,112

The turnover arises entirely in the U.K. apart from sales of £140  $(Rest \ of \ the \ world)$ .

3.	OTHER OPERATING INCOME		1995 £	1994 £
	Sundry income		17,250	<b>-</b>
		£	17,250 £	_
4.	OPERATING PROFIT		1995 £	1994 £
	This is stated after charging (crediting):			
	Staff costs (see note 5)		125,987	115,453
	Auditors' remuneration		2,950	2,975
	Depreciation		19,042	
	Amortisation of Grants		(4,335)	(4,393)
	Adjustment on disposal of fixed assets		(972)	(207)
	Hire of equipment		-	150
	Operating lease rentals - Plant and Machinery		1,276	1,686
	Bad and doubtful debts		1,349	8,866
		=		

### NOTES TO THE ACCOUNTS AS AT 31 MARCH 1995 (CONSOLIDATED) - continued

5.	EMPLOYEE INFORMATION	1995 £	1994 £
5.1	Staff costs:		
	Wages and salaries Social security costs Other pension costs	113,167 10,489 2,331 £ 125,987	10,026 3,278
5.2	The average weekly number of employees during the year was made up as follows:	No.	No.
	Trust Director Other Employees	1 11 — 12	1 12 — 13
		===	==
6.	INTEREST RECEIVABLE	1995 £	1994 £
	Bank interest	760 £ 760	798 
7.	INTEREST PAYABLE	1995 £	1994 £
	On bank overdrafts and loans repayable within 5 years On hire purchase loans On other loans	7,428 1,207 4,155	7,867 868 -
		£ 12,790	£ 8,735

### NOTES TO THE ACCOUNTS AS AT 31 MARCH 1995 (CONSOLIDATED) - continued

8.	TAXATION	1995 £	1994 £
8.1	The tax charge on the Profit on ordinary activities for the year was as follows:		
	U.K corporation tax at 25% (1994 - 25%) Taxation (over)/underprovided in previous years:	2,445	323
	Corporation tax		448
		£ 2,445	£ 771

## NOTES TO THE ACCOUNTS AS AT 31 MARCH 1995 (CONSOLIDATED) - continued

### 9. TANGIBLE FIXED ASSETS

		Equipment	Plant		
	Land and	and	and	Motor	
	buildings	fittings	machinery	vehicle	Total
	£.	£	£	£	£
Cost:					
At 1 April 1994	276,275	11,368	14,294	9,400	307,236
Additions	442,223	13,870	_	22,500	<b>478,593</b>
Disposals	(8,885)	_	(853)	(9,400)	(19, 138)
Dioposition					
At 31 March 1995	705,512	25,238	13,441	22,500	766,691
At 31 Parch 1993	7007011				
Depreciation:					
At 1 April 1994	24,520	5,788	6,229	6,419	42,956
Charge for year	9,866	2,486	1,065	5,625	19,042
Disposals	(8,884)		(257)	(6,419)	(15,560)
At 31 March 1995	25,502	8,274	7,037	5,625	46,438
NC SI PARCII 1999					
Net book value at					
31 March 1995	£680,010	£16,964	£6,404	£16,875	£720,253
	<del></del>				
Net book value at					
31 March 1994	£247,654	£5,580	£8,065	£2,981	£264,280
<del></del>	-				

The motor vehicle was held under a hire purchase agreement.

	1995 £	1994 £
The net book value of land and buildings comprises:		
Freehold	680,010	171,435
Short Leasehold	-	1.
Assets in the course of construction	-	76,218
	680,010	£247,654

Land of £100,747 (£91,603) is not depreciated. Cost includes £19,019 of loan interest capitalised.

The Granary property completed during the year is an old listed building which was derelict when purchased. Loans were received from public bodies to finance the rebuilding. These loans are interest free and only repayable if the property is resold. It is likely that the market value of the property may be less than cost due to the high costs of renovation. However the market value is difficult to quantify accurately as sales of similar properties are rare. The directors take the view that the public contributions were made because of this potential difference between value and cost and, as the loans will never be repayable as long as the Granary Company is a going concern, any diminution in value could be met by a write off of the loans which could equally be classed as contingent liabilities.

## NOTES TO THE ACCOUNTS AS AT 31 MARCH 1995 (CONSOLIDATED) - continued

10.	DEBIORS	1995 £	1994 £
	Trade debtors Social security and other taxes Other debtors Prepayments	25,806 - 3,266 596	11,405 16,716 1,369 633
		£ 29,668	£ 30,123
11.	CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR	1995 £	1994 £
	Loan repayments due within one year Obligations under lease	23,243	12,956
	and hire purchase contracts	2,208	-
	Trade creditors	2,674	
	Corporation tax	2,445	323
	Other taxes and social security costs	13,376	
	Other creditors	5,203	
	Accruals	2,700	2,332
		£ 51,849	£ 37,438
		1000	1004
12.	CREDITORS - AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	199 <u>5</u>	1994 £
	Bank loan	74,110	83,426
	British Coal Enterprise Loan	86,111	100,555
	Public Sector Loans	379,000	-
	and hire purchase contracts	13,517	-
		£160,221	£183,981

The loans are secured by standard security and floating charge over all assets of the company. The public sector loans are interest free and are not repayable unless the Granary building is sold.

## NOTES TO THE ACCOUNTS AS AT 31 MARCH 1995 (CONSOLIDATED) - continued

### 13. ROYAL BANK OF SCOTLAND LOANS

	<u>1995</u>	1994 £
	£	£
Amounts repayable by instalments:		
within five years	46,334	35,365
after five years	36,576	54,905
	82,910	90,270
Included in current liabilities	8,799	6,845
	£ 74,111	£ 83,425
		···

The loans are repayable by constant monthly instalments (including interest and capital) of £1165.15, and carry interest at 2% above bank base rate on the principal outstanding. The loans are secured by a Standard Security granted in favour of the Royal Bank of Scotland over the property at Cupar Enterprise Village and the Granary.

BRITISH COAL ENTERPRISE LOAN	1995	1994
Amounts repayable by instalments: within five years outwith five years	55,555 41,667	47,222 52,778
Included in current liabilities	97,222 11,111	100,000 2,778
	86,111	97,222

The loan is repayable by monthly instalments of £926 plus interest at 8% on the outstanding balance and is secured by standard security over the Granary building.

## NOTES TO THE ACCOUNTS AS AT 31 MARCH 1995 (CONSOLIDATED) - continued

### 14. OBLIGATIONS UNDER LEASES AND HIRE PURCHASE

14.1 The maturity of obligations under HP agreements is as follows:

	1995	1994
	£	£
Amounts payable:		
Within one year	3,602	-
In the second to fifth year inclusive	15,754	
	19,356	_
Less finance charge allocated		
to future periods	3,631	-
•		
	15,725	-
Analysed as follows:		
Current obligations	2,208	-
Non-current obligations	13,517	_
J		
	£15,725	£ -
	\$1-10 · ·	

13.2 At 31 March 1995 annual commitments under non-cancellable operating leases were as follows:

	1995 £	1994 £
Operating lease which expires:		
Within one year In years two to five inclusive	2,383	1,872
Over five years	-	-
	£ 2,383	£ 1,872

### NOTES TO THE ACCOUNTS AS AT 31ST MARCH 1995 (THE COMPANY)

### 1. ACCOUNTING POLICIES

1.1 Accounting conventions
The financial statements are prepared under the historical cost convention.

1.2 Turnover
This represents the donations received by the Trust, together with services provided.

1.3 Pension contributions
The company makes contributions to a defined contribution scheme
on behalf of one employee. Contributions are charged to profit when
made.

1.4 Depreciation of tangible assets Provision is made for depreciation on all tangible assets, other than freehold land, at rates calculated to write off the cost or valuation, less estimated residual value, of each asset over its expected useful life, as follows:

Fixtures & fittings: 15% per annum on reducing balance Office equipment: 15% per annum on reducing balance Motor vehicles: 25% per annum on reducing balance

1.5 Cash Flow Statement The company is not obliged to prepare a Cash Flow Statement.

1.6 Grants
Grants on capital expenditure are credited to a deferred income
account and are amortized over the same period as the equivalent
assets are depreciated.
Grants of a revenue nature are credited against the costs to which they
relate, where appropriate, or included in turnover.

1.7 Leasing and hire purchase commitments
Assets obtained under finance leases and hire purchase contracts are
capitalised in the balance sheet, and are depreciated over their useful
economic lives.

The interest element of the rental obligations is charged to profit and
loss account over the period of the lease, and represents a constant
proportion of the balance of capital repayments outstanding.
Rentals paid under operating leases are charged to income on a straight
line basis over the lease term.

## NOTES TO THE ACCOUNTS AS AT 31ST MARCH 1995 (THE COMPANY) - continued

### 2. TURNOVER

The turnover and pre-tax Profit are wholly attributable to the company's main activity.

The turnover arises entirely in the U.K.

	The turnover actses entirely in the o.m.		
3.	OPERATING PROFIT	1995 £	1994 £
	This is stated after charging (crediting):		
	Staff costs (see note 4) Auditors' remuneration Depreciation Adjustment on disposal of fixed assets Operating lease rentals - Plant and Machinery	125,987 150 6,550 (1,019) 1,276	
4.	EMPLOYEE INFORMATION	1995 £	1994 £
4.1	Staff costs:		
	Wages and salaries Social security costs Other pension costs	113,167 10,489 2,331	10,026 3,278
		£ 125,987	£ 115,453
4.2	The average weekly number of employees during the year was made up as follows:	No.	No.
	Trust Director Other Employees	1 11 12	1 12 
5.	INTEREST RECEIVABLE	1995 £	<u>1994</u> £
	Bank interest	153	768
		£ 153	£ 768

# NOTES TO THE ACCOUNTS AS AT 31ST MARCH 1995 (THE COMPANY) - continued

6.	INTEREST PAYABLE	1995 £	1994 £
	On bank overdrafts repayable within 5 years On hire purchase loans	14 1,207	- 868
		£ 1,221	£ 868
7.	TAXATION	1995 £	1994 £
7.1	The tax charge on the Profit on ordinary activities for the year was as follows:		
	U.K corporation tax at 25% (1994 - 25%)	38	192 ———

## NOTES TO THE ACCOUNTS AS AT 31ST MARCH 1995 (THE COMPANY) - continued

### 8. TANGIBLE FIXED ASSETS

		Fixtures		
	Office	and	Motor	
	Equipment	fittings	vehicles	Total.
	£	£	£	£
Cost:				
At 1 April 1994	2,500	5,617	9,400	17,517
Additions	2,555	_	22,500	25,055
Disposals	· <b>-</b>	-	(9,400)	(9,400)
-	<del></del>		<del></del>	
At 31 March 1995	5,055	5,617	22,500	33,172
Depreciation:				
At 1 April 1994	551	3,955	6,419	10,925
Charge for year	676	249	5,625	6,550
Disposals	_	_	(6,419)	(6,419)
<del>-</del>		<del></del>	<del></del>	
At 31 March 1995	1,227	4,204	5,625	11,056
Net book value at				
31 March 1995	£ 3,828	£ 1,413	£16,875	£22,116
Net book value at				
31 March 1994	£ 1,949	£ 1,662	£ 2,981	£ 6,592

Included in the amounts for Motor Vehicles above are the following amounts relating to leased assets and assets which are subject to hire purchase contracts:

			purchase contracts
Cost:			
At 1 April 1994	£		£ 9,400
At 31 March 1995	£	-	£22,500
Accumulated depreciation:			
At 1 April 1994	£	_	£ 6,419
At 31 March 1995	£	-	£ 5,625
Depreciation charged during year	£	-	£ 5,625
Net book value:			
At 31 March 1995	£	-	£16,875
31 March 1994	£	-	£ 2,981
	_		

## NOTES TO THE ACCOUNTS AS AT 31ST MARCH 1995 (THE COMPANY) - continued

### 9. FIXED ASSET INVESTMENTS

<u> 1995</u>	<u> 1994</u>
£	£
10,004	10,004
£ 10,004	£ 10,004
	£ 10,004

The company has three wholly owned subsidiaries:
NEFET Enterprises Limited whose main activities are property
management and training provision.
NEFET Granary Limited whose main activitiy is property development.
The St. Andrews Heritage Trading Company Limited which markets
products identified with St. Andrews.
All are registered in Scotland.

10.	DEFFORS	<u>1995</u> £	1994 £
	Trade debtors Amounts owed by subsidiaries Other debtors Prepayments	10,093 43,848 1,223 596	
		£ 55,760	£ 32,410
11.	CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR	1995 £	1994 £
	Bank loans and overdraft Obligations under lease and hire purchase contracts Corporation tax Other taxes and social security costs Other creditors Accruals	8,243 2,208 38 5,430 1,232 227 £ 17,378	17,926 225
12.	CREDITORS - AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	1995 £	1994 £
	Obligations under lease and hire purchase contracts	13,517	_

## NOTES TO THE ACCOUNTS AS AT 31ST MARCH 1995 (THE COMPANY) - continued

### 13. OBLICATIONS UNDER HIRE PURCHASE ACREEMENTS

The maturity of the obligation under an HP agreement is as follows:

	<u> 1995</u>	1994
	£	£
Amounts payable:		
Within one year	3,602	-
In the second to fifth years inclusive	15,754	-
•	19,356	
Less finance charge allocated	_5,_55	
to future periods	3,631	-
	£15,725	£-
Analysed as follows:		
Current obligations	2,208	-
Non-current obligations	13,517	-
-		
	£15,725	£-

At 31 March 1995 the company had annual commitments under a non-cancellable operating lease, in respect of office equipment, as follows:

	£	1994 £
Operating lease which expires: Within one year In years two to five inclusive Over five years	2,383 - £2,383	1,872 - £1,872

### 14. COMMITMENTS AND CONTINGENT LIABILITIES

### CONTINGENT LIABILITIES

The company has guaranteed the borrowing of its subsidiaries.