

Report of the Director and
Financial Statements for the Year Ended 5 April 1998
for
Rubislaw Surveying Services Limited



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for the Year Ended 5 April 1998**

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Rubislaw Surveying Services Limited

**Company Information
for the Year Ended 5 April 1998**

DIRECTOR: N McLennan

SECRETARY: Alison M McLennan

REGISTERED OFFICE: 18 Northburn Avenue
Rubislaw
Aberdeen
AB15 6AH

REGISTERED NUMBER: 129651

ACCOUNTANTS: Scott Oswald
Chartered Accountants
20 Bon Accord Square
Aberdeen
AB11 6DJ

Rubislaw Surveying Services Limited

**Report of the Director
for the Year Ended 5 April 1998**

The director presents his report with the financial statements of the company for the year ended 5 April 1998.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of the provision of quantity surveying services.

DIRECTOR

N McLennan was the sole director during the year under review.

His beneficial interest in the issued share capital of the company was as follows:

| | | |
|--------------------|--------|--------|
| | 5.4.98 | 6.4.97 |
| Ordinary £1 shares | 1 | 1 |

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:

Alison M McLennan

Alison M McLennan - SECRETARY

Dated:

31.7.98

Rubislaw Surveying Services Limited

**Profit and Loss Account
for the Year Ended 5 April 1998**

| | | 5.4.98 | 5.4.97 |
|--|-------|---------------|---------------|
| | Notes | £ | £ |
| TURNOVER | 2 | 59,563 | 49,496 |
| GROSS PROFIT | | <u>59,563</u> | <u>49,496</u> |
| Administrative expenses | | 56,436 | 48,474 |
| OPERATING PROFIT | 3 | 3,127 | 1,022 |
| Interest payable and similar charges | | <u>232</u> | <u>152</u> |
| PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION | | 2,895 | 870 |
| Tax on profit on ordinary activities | 4 | <u>753</u> | <u>313</u> |
| PROFIT FOR THE FINANCIAL YEAR AFTER TAXATION | | 2,142 | 557 |
| Dividends | 5 | <u>2,000</u> | <u>1,000</u> |
| | | 142 | (443) |
| (Deficit)/Retained profit brought forward | | <u>(246)</u> | <u>197</u> |
| DEFICIT CARRIED FORWARD | | <u>£(104)</u> | <u>£(246)</u> |

The notes form part of these financial statements

Rubislaw Surveying Services Limited

Balance Sheet

5 April 1998

| | | 5.4.98 | | 5.4.97 | |
|---|-------|--------------|----------------|--------------|----------------|
| | Notes | £ | £ | £ | £ |
| FIXED ASSETS: | | | | | |
| Tangible assets | 6 | | 1,035 | | 1,015 |
| CURRENT ASSETS: | | | | | |
| Debtors | 7 | 7,263 | | 5,218 | |
| CREDITORS: Amounts falling due within one year | 8 | <u>8,400</u> | | <u>6,477</u> | |
| NET CURRENT LIABILITIES: | | | <u>(1,137)</u> | | <u>(1,259)</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES: | | | <u>£(102)</u> | | <u>£(244)</u> |
| CAPITAL AND RESERVES: | | | | | |
| Called up share capital | 9 | | 2 | | 2 |
| Profit and loss account | | | <u>(104)</u> | | <u>(246)</u> |
| Shareholders' funds | | | <u>£(102)</u> | | <u>£(244)</u> |

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ending 5 April 1998.

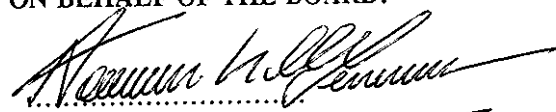
No notice has been deposited under Section 249B(2) of the Companies Act 1985 in relation to its financial statements for the financial year.

The director acknowledges his responsibilities for:

- ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities.

ON BEHALF OF THE BOARD:



N McLennan - DIRECTOR

Approved by the Board on 31st July 1998

The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 5 April 1998

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities.

Turnover

Turnover represents net invoiced sales of services, excluding value added tax.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment - 20% on cost

Deferred taxation

Provision is made at current rates for taxation deferred in respect of all material timing differences except to the extent that, in the opinion of the director, there is reasonable probability that the liability will not arise in the foreseeable future.

Pensions

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the profit and loss account.

2. TURNOVER

The turnover and profit before taxation are attributable to the one principal activity of the company.

3. OPERATING PROFIT

The operating profit is stated after charging:

| | 5.4.98 | 5.4.97 |
|--|-------------------|-------------------|
| | £ | £ |
| Depreciation - owned assets | 955 | 758 |
| Pension costs | 3,000 | 2,000 |
| | <u> </u> | <u> </u> |
| Director's emoluments and other benefits etc | 30,604 | 28,910 |
| | <u> </u> | <u> </u> |

4. TAXATION

The tax charge on the profit on ordinary activities for the year was as follows:

| | 5.4.98 | 5.4.97 |
|--------------------|-------------------|-------------------|
| | £ | £ |
| UK Corporation Tax | 753 | 348 |
| Deferred taxation | - | (35) |
| | <u> </u> | <u> </u> |
| | 753 | 313 |
| | <u> </u> | <u> </u> |

UK Corporation Tax has been charged at 21% (1997 - 24%).

Rubislaw Surveying Services Limited

Notes to the Financial Statements for the Year Ended 5 April 1998

5. DIVIDENDS

| 5.4.98 | 5.4.97 |
|---------------------------|--------------|
| £ | £ |
| Interim - ordinary shares | |
| 2,000 | 1,000 |
| <u>2,000</u> | <u>1,000</u> |

6. TANGIBLE FIXED ASSETS

| | Office equipment |
|------------------------|---------------------|
| | £ |
| COST: | |
| At 6 April 1997 | 3,794 |
| Additions | 975 |
| | <u>4,769</u> |
| At 5 April 1998 | |
| DEPRECIATION: | |
| At 6 April 1997 | 2,779 |
| Charge for year | 955 |
| | <u>3,734</u> |
| At 5 April 1998 | |
| NET BOOK VALUE: | |
| At 5 April 1998 | 1,035 |
| | <u>1,035</u> |
| At 5 April 1997 | 1,015 |
| | <u>1,015</u> |

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| 5.4.98 | 5.4.97 |
|------------------------------|--------------|
| £ | £ |
| Trade debtors | 5,218 |
| Prepayments & accrued income | - |
| 471 | |
| <u>7,263</u> | <u>5,218</u> |

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| 5.4.98 | 5.4.97 |
|----------------------------|--------------|
| £ | £ |
| Bank loans and overdrafts | 247 |
| Director's current account | 1,226 |
| V.A.T. | 1,843 |
| Other taxes and PAYE | 917 |
| Taxation | 98 |
| Accrued expenses | 2,146 |
| 1,652 | |
| 879 | |
| 2,124 | |
| 1,087 | |
| 253 | |
| 2,405 | |
| <u>8,400</u> | <u>6,477</u> |

Rubislaw Surveying Services Limited

**Notes to the Financial Statements
for the Year Ended 5 April 1998**

9. CALLED UP SHARE CAPITAL

Authorised:

Number: Class:

1,000 Ordinary

Nominal
value:
£1

5.4.98
£
1,000

5.4.97
£
1,000

Allotted, issued and fully paid:

Number: Class:

2 Ordinary

Nominal
value:
£1

5.4.98
£
2

5.4.97
£
2

Rubislaw Surveying Services Limited

**Profit and Loss Account
for the Year Ended 5 April 1998**

| | 5.4.98 | | 5.4.97 | |
|-------------------------|--------------|----------------------|--------------|--------------------|
| | £ | £ | £ | £ |
| Income: | | | | |
| Sales | 58,175 | | 49,244 | |
| Expenses reimbursed | <u>1,388</u> | 59,563 | <u>252</u> | 49,496 |
| Expenditure: | | | | |
| Director's remuneration | 30,604 | | 28,910 | |
| Social security | 3,060 | | 2,891 | |
| Pension contributions | 3,000 | | 2,000 | |
| Wages | 2,010 | | - | |
| Social security | 101 | | - | |
| Training | 2,332 | | 918 | |
| Telephone | 710 | | 867 | |
| Stationery and postage | 1,864 | | 1,675 | |
| Travel expenses | 3,730 | | 1,570 | |
| Protective clothing | 736 | | 1,160 | |
| Insurances | 970 | | 1,362 | |
| Sundry expenses | 797 | | 393 | |
| Accountancy | 650 | | 650 | |
| Rent | 3,625 | | 3,300 | |
| Repairs to property | <u>308</u> | 54,497 | <u>1,389</u> | 47,085 |
| | | <u>5,066</u> | | <u>2,411</u> |
| Finance costs: | | | | |
| Bank interest | 232 | | 152 | |
| Bank charges | 984 | | 596 | |
| Credit card charges | <u>-</u> | 1,216 | <u>35</u> | 783 |
| | | <u>3,850</u> | | <u>1,628</u> |
| Depreciation: | | | | |
| Fixtures & fittings | | 955 | | 758 |
| NET PROFIT | | <u><u>£2,895</u></u> | | <u><u>£870</u></u> |

This page does not form part of the statutory financial statements