Company Number: SC 109950

### ARMSTRONG WASTE MANAGEMENT LIMITED

ANNUAL REPORT

YEAR ENDED 31 MARCH 2003



**PKF** 

### ARMSTRONG WASTE MANAGEMENT LIMITED

#### **COMPANY INFORMATION**

Directors

Janet M Hunter John A Armstrong Joyce Armstrong Michael Rae

Secretary

Joyce Armstrong

**Company Number** 

SC 109950

Registered Office

Newton Road Industrial Estate

Glasgow Road Dumfries DG2 0EF

Auditors

**PKF** 

17 Rothesay Place

Edinburgh EH3 7SQ

**Solicitors** 

AB & A Matthews

The Old Bank

Buccleuch Street Bridge

Glasgow DG2 7TJ

**Solicitors** 

Harper MacLeod

The Ca'd'oro 45 Gordon Street

Glasgow G1 3PE

**Bankers** 

The Royal Bank of Scotland plc

**Dumfries Whitesands Branch** 

68 Whitesands Dumfries DG1 2PG

### ARMSTRONG WASTE MANAGEMENT LIMITED

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### ARMSTRONG WASTE MANAGEMENT LIMITED DIRECTORS' REPORT YEAR ENDED 31 MARCH 2003

The directors submit their report and the financial statements for the year ended 31 March 2003.

#### Principal activity

The principal activity of the company during the year continued to be that of waste management.

#### Directors

The directors who served during the year and their interests in the company's issued share capital at the balance sheet date and at the start of the year (or date of appointment, if later) were:

Janet M Hunter John A Armstrong Joyce Armstrong Michael Rae

None of the directors had any interest in the company's issued share capital during the year.

#### **Auditors**

The auditors, PKF, will be proposed for reappointment in accordance with section 385 of the Companies Act 1985.

#### Basis of preparation

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

By order of the board

John A Armstrong

Director

### ARMSTRONG WASTE MANAGEMENT LIMITED 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 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;
- 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 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.

The directors are responsible for ensuring that the directors' report and other information included in the annual report is prepared in accordance with company law in the United Kingdom.

### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ARMSTRONG WASTE MANAGEMENT LIMITED

We have audited the financial statements of Armstrong Waste Management Limited for the period ended 31 March 2003 which comprise the Profit and Loss Account, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.

#### Respective responsibilities of directors and auditors

The directors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

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. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Directors' 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 United Kingdom 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 judgments 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.

#### INDEPENDENT AUDITORS' REPORT (continued)

#### Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2003 and of its profit for the period then ended and have been properly prepared in accordance with the Companies Act 1985.

25/7 03 Edinburgh, UK

Registered Auditors

## ARMSTRONG WASTE MANAGEMENT LIMITED PROFIT AND LOSS ACCOUNT YEAR ENDED 31 MARCH 2003

	Notes	2003 £	2002 £ (As restated)
TURNOVER Cost of sales	2	1,240,129 (795,092)	1,150,284 (801,496)
GROSS PROFIT Distribution costs Administrative expenses		445,037 (9,993) (367,036)	348,788 (11,778) (315,619)
OPERATING PROFIT Interest receivable and similar income Interest payable and similar charges	3	68,008 287 (15,518)	21,391 659 (15,058)
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		52,777	6,992
TAXATION		(528)	(3,871)
PROFIT FOR THE FINANCIAL YEAR		52,249	3,121

# ARMSTRONG WASTE MANAGEMENT LIMITED STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES YEAR ENDED 31 MARCH 2003

	2003 £	2002 £ (As restated)
Profit for the financial year	52,249	3,121
Total recognised gains and losses relating to the year	52,249	3,121
Prior period adjustment (as explained in note 1(f))	(56,017)	
Total gains and losses recognised since last annual report	(3,768)	

#### ARMSTRONG WASTE MANAGEMENT LIMITED BALANCE SHEET 31 MARCH 2003

	Notes		2003 £	(A	2002 £ s restated)
FIXED ASSETS Tangible	5		603,749		585,159
CURRENT ASSETS Stocks Debtors Cash at bank and in hand	6	22,905 481,053 8,516		14,801 411,110 8,400	
CREDITORS: amounts falling due within one year	7	512,474 (551,660)		434,311 (501,994)	
NET CURRENT LIABILITIES			(39,186)		(67,683)
TOTAL ASSETS LESS CURRENT I	LIABILITIES	-	564,563	~	517,476
CREDITORS: amounts falling due after more than one year	8		(86,100)		(86,691)
PROVISIONS FOR LIABILITIES AND CHARGES	9	_	(51,446)		(56,017)
NET ASSETS		<u></u>	427,017	_	374,768
CAPITAL AND RESERVES		_		_	
Called up share capital Revaluation reserve	10		2 9,535		2 9,535
Profit and loss account	11		417,480		365,231
		_	427,017	-	374,768
		=		=	<del></del>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved by the board on

Signed on behalf of the board of directors

#### ARMSTRONG WASTE MANAGEMENT LIMITED NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2003

#### 1 ACCOUNTING POLICIES

#### (a) Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

#### (b) Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts.

#### (c) Tangible fixed assets

Tangible fixed assets are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant & equipment Motor vehicles

10-20 % straight line 20-50 % straight line

#### (d) Finance and operating leases

Assets acquired under finance leases or hire purchase are treated as tangible fixed assets and depreciation is provided accordingly. The present value of future rentals is shown as a liability and the interest element of rental obligations is charged to the profit and loss account over the period of the lease in proportion to the capital balance outstanding.

Operating lease rentals are charged in the profit and loss account on a straight line basis over the lease term.

#### (e) Stocks and work in progress

Stocks and work in progress are stated at the lower of cost and net realisable value. Cost is determined on a first in first out basis, and includes all direct costs incurred and attributable production overheads. Net realisable value is based on estimated selling price allowing for all further costs of completion and disposal.

#### (f) Deferred taxation

The charge for taxation is based on the profit for the year as adjusted for tax purposes. The company has adopted Financial Reporting Standard 19: Deferred Tax during the year which has required a change in the accounting policy and a prior year adjustment in respect of deferred tax liabilities arising in prior years. In accordance with the standard, full provision is made at current rates for taxation deferred in respect of all timing differences. Deferred tax balances are not discounted.

#### (g) Pensions

The company operates a defined contribution pension scheme and the pension charge in the profit and loss account represents the amounts payable by the company to the fund in respect of the year.

#### 2 TURNOVER

All turnover arose within the United Kingdom.

# ARMSTRONG WASTE MANAGEMENT LIMITED NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2003

3	OPERATING PROFIT			
	The operating profit is stated after of	harging:	2003 £	2002 £
	Depreciation of tangible fixed asset - owned by the company - held under finance lease or		102,270 51,031	104,210 69,990
	Audit fees Operating lease rentals: other		2,600 22,200	2,450 22,200
4	DIRECTORS' EMOLUMENTS	AND BENEFITS		
			2003 £	2002 £
	Aggregate of directors' emolumen defined in paragraph 1 of Sch 6 to ti		127,413	75,837
	The number of directors accruing schemes were:	benefits under pension		
	Money purchase schemes		No 3	No 3
5	TANGIBLE FIXED ASSETS			
		Plant & equipment	Motor vehicles £	Total £
	Cost	1 422 714	25 200	1 469 000
	At 1 April 2002 Additions Disposals	1,432,714 163,625 (137,776)	35,288 8,355 (3,700)	1,468,002 171,980 (141,476)
	At 31 March 2003	1,458,563	39,943	1,498,506
	Depreciation			
	At 1 April 2002	863,949	18,894	882,843
	Charge for the year On disposals	143,098 (137,691)	10,203 (3,696)	153,301 (141,387)
	At 31 March 2003	869,356	25,401	894,757
	Net book amount At 31 March 2003	589,207	14,542	603,749
	At 31 March 2002	568,765	16,394	585,159

### ARMSTRONG WASTE MANAGEMENT LIMITED NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2003

#### 5 TANGIBLE FIXED ASSETS (continued)

The net book amounts of assets held under finance lease or hire purchase contracts included above were:

	Plant & equipment Motor vehicles	2003 £ 247,009 14,542 261,551	2002 £ 284,924 16,391 301,315
6	DEBTORS		
		2003 £	2002 £
	Trade debtors	234,878	269,611
	Other debtors	246,175	141,499
		481,053	411,110
7	CREDITORS:		
	Amounts falling due within one year		
	•	2003	2002
		£	£
	Bank loans and overdrafts	59,317	91,955
	Trade creditors	74,792	67,260
	Corporation tax	10,879	7,165
	Other taxation and social security	66,054	50,135
	Net obligations under finance lease and hire purchase contracts	85,140	90,714
	Other creditors	255,478	194,765
		551,660	501,994

The bank overdraft is secured by a bond and floating charge over the assets of the company.

Finance lease and hire purchase creditors are secured on the assets concerned.

#### **8 CREDITORS:**

Amounts falling due after more than one year		
	2003	2002
	£	£
Net obligations under finance lease and hire		
purchase contracts	86,100	86,691

#### ARMSTRONG WASTE MANAGEMENT LIMITED NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2003

#### **CREDITORS** (continued) 8

Finance lease and hire purchase creditors are secured on the assets concerned.

#### PROVISIONS FOR LIABILITIES AND CHARGES 9

9	PROVISIONS FOR LIABILITIES AND C	LHARGES		
	A+ 1 A mail 2002			Deferred Total £
	At 1 April 2002 Charged to profit and loss			56,017 (4,571)
	At 31 March 2003			51,446
	Deferred tax is analysed as follows:		2003	2002
	Capital allowances		£ 51,446 ———	£ 56,017
10	SHARE CAPITAL			
		Authorised	Allotted, called up and fully paid	
	At 1 April 2002 and 31 March 2003	£	No	£
	Ordinary shares of £1 each			
11	RESERVES			
	Profit and loss account At 1 April 2002 as previously reported Prior period adjustment			£ 421,248 (56,017)
	At 1 April 2002 as restated Profit for the year			365,231 52,249
	At 31 March 2003			417,480
12	OTHER COMMITMENTS			
	At 31 March 2003 the company had annual co	ommitments under o	perating leases as	s follows:

At 31 March 2003 the company had annual commitments under operating leases as follows:

	2003	2002
	£	£
Expiry date:		
After more than five years	22,200	22,200

#### ARMSTRONG WASTE MANAGEMENT LIMITED NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2003

#### 13 TRANSACTIONS WITH RELATED PARTIES

During the year, the company had sales of £127,327 (2002 - £78,288) and purchases of £39,029 (2002 - £23,356) with Molplant Limited, a company in which John A Armstrong and Joyce Armstrong are directors. At the balance sheet date £60,947 (2002 - £13,535) was due from this company and £37,599 (2002 - £41,279) was due to this company.

The company also had sales of £5,262 (2002 - £18,873) and purchases of £2,253 (2002 - £500) with R Earsman Limited, a company in which John A Armstrong is a director. At the balance sheet date £8,862 (2002 - £3,587) was due from this company and £NIL (2002 - £443) was due to this company.

Sales of £40,160 (2002 - £33,749) and purchases of £2,845 (2002 - £706) were made with Radio Taxis Limited, a company in which Joyce Armstrong is a director. At the balance sheet date £116,843 (2002 - £93,505) was due from this company and £6,636 (2002 - £1,775) was due to this company.

The company also had sales of £5,898 (2002 - £6,054) and purchases of £954 (2002 - £31,389) with TDA Construction Limited, a company in which John A Armstrong is a director. At the balance sheet date, £35,640 (2002 - £3,416) was due from this company and £NIL (2002 - £2,301) was due to this company.

The company had sales of £2,365 (2002 - £4,312) with Armstrong Properties (Scotland) Limited, a company in which Janet M Hunter is a director. At the balance sheet date £15,097 (2002 - £13,242) was due from this company.

Included within other creditors is an amount of £58,132 (2002 - £47,132) due to John A Armstrong and £12,000 (2002-£Nil) to Joyce Armstrong, directors of the company. The amounts shown are the maximum outstanding during the year.

#### 14 PENSION COSTS

The company operates a defined contribution pension scheme, the assets of which 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 scheme and amounted to £25,324 (2002 - £6,923).

#### 15 CONTROLLING PARTIES

The company is controlled by John and Joyce Armstrong as trustees of the family trust which holds the shares in the company.