# REPORTS AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 1995

Registered Number: 2638238

# RINGWAY HANDLING SERVICES LIMITED REPORTS AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 1995

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# **DIRECTORS' REPORT**

The Directors present their report together with the audited financial statements for the year ended 31 March 1995.

#### **DIRECTORS**

During the year covered by this third annual report there were no changes of Directors.

The Board at 31st March 1995 comprised:

Councillor J Flanagan

Manchester (Chairman)

Councillor P R C Smith

Wigan

Councillor A Burns

Manchester

Councillor G Conquest

Manchester

Councillor S R Oldham

Tameside

Mr D A Teale

Director of Corporate Affairs - Manchester Airport Plc

# **DIRECTORS' SERVICE CONTRACTS**

There are no Directors' service contracts.

# **DIRECTORS' INTEREST IN SHARES**

The Directors of the Company who held office on 31 March 1995 had no interest in the shares of the Company, the holding company or other group companies at any time during the year.

# SUBSTANTIAL SHAREHOLDER

At 1 April 1994 and 31 March 1995, Manchester Airport Plc owned 100% of the Company's ordinary share capital.

# PRINCIPAL ACTIVITY AND BUSINESS REVIEW

The principal activities of the Company during the period were the provision of Airport Ground Handling at Manchester Airport.

The Company intends to restructure its activities in the coming year.

# **DIRECTORS' REPORT - Continued**

# **FINANCIAL COMMENTARY**

#### Profits and Dividends

The loss for the year after taxation was £79,000.

The Directors do not recommend the payment of a dividend and the loss after taxation has been transferred from reserves.

# Fixed Assets

Details of fixed assets are given in Note 5 to the financial statements.

#### Charitable and Political Contributions

During the year the Company made no charitable or political contributions.

# **Employment Policy**

Arrangements exist through the Employees Negotiating Forum (ENF) whereby the Company's representatives meet on a regular basis with employees' representatives who are able to enquire into matters of concern to them as employees, and may express their views on matters likely to affect their interests. Such meetings also enable the Company to seek to make employees aware of the financial and economic factors affecting the performance of relevant areas of the Company.

Ringway Handling Services Limited is committed to employment policies which follow best practice, based on equal opportunities for all employees irrespective of sex, race, religion, colour, disability or marital status.

#### **Insurance of Directors**

The group maintains insurance for the Company's Directors in respect of their duties as directors.

#### **Taxation Status**

The Company is not a close Company within the provisions of the Income and Corporation Taxes Act 1988.

# **DIRECTORS' REPORT** - (Continued)

# **Directors' Responsibilities**

The Directors are required by UK company law to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the company as at the end of the financial year and of the profit or loss of the Company for that period.

The Directors confirm that suitable accounting policies have been used and applied consistently and reasonable and prudent judgements and estimates have been made in the preparation of the financial statements for the year ended 31 March 1995. The Directors also confirm that applicable accounting standards have been followed.

The Directors are responsible for keeping proper accounting records, for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Auditors**

A resolution to re-appoint the Auditors, Coopers & Lybrand, will be proposed at the Annual General Meeting.

BY ORDER OF THE BOARD

T Bowers

for and on behalf of

MANCHESTER PROFESSIONAL SERVICES LIMITED

**SECRETARY** 

15 June 1995

#### **AUDITORS' REPORT**

REPORT OF THE AUDITORS TO THE MEMBERS OF RINGWAY HANDLING SERVICES LIMITED

We have audited the financial statements on pages 5 to 14.

#### Respective responsibilities of Directors and Auditors

As described on page 3 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 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 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 the Company's affairs at 31 March 1995 and of the loss for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Coopershybres

Coopers & Lybrand

Chartered Accountants and Registered Auditors Manchester

15 June 1995

# STATEMENT OF ACCOUNTING POLICIES

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom, which have been applied consistently.

The accounting policies that the Company has adopted to determine the amounts included in respect of material items shown in the balance sheet, and also determine the profit or loss are shown below:

# **Basis of Accounting**

The accounts have been prepared under the historical cost convention.

# **Turnover**

Turnover comprises the invoice value of services supplied by the Company exclusive of value added tax.

# **Fixed Assets**

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided on a straight line basis over the expected useful lives of the fixed assets as follows:

<u>Years</u>

Equipment

5

# **Deferred Taxation**

Deferred Taxation is provided in respect of all timing differences, to the extent that those liabilities are expected to crystallise in the foreseeable future.

# STATEMENT OF ACCOUNTING POLICIES - Continued

# **Pension Costs**

The Company operates three pension schemes which are independent of the Company's assets as follows:

# i) A Defined Benefit Scheme

Actuarial valuations are made at three year intervals and in accordance with the recommendations, annual contributions are paid to the scheme. The costs are charged against profits so as to spread the cost of the pensions over the employees' working lives.

# ii) Defined Contribution Schemes

The Company operates two money purchase pension schemes with defined contribution levels for employees who were not eligible to enter the Defined Benefit Scheme. Contributions to the schemes are independently administered by an insurance company.

# Cash Flow

In accordance with paragraph 8(c) of Financial Reporting Standard No.1, the Company is not required to publish a Cash Flow Statement.

# PROFIT AND LOSS ACCOUNT For the year ended 31 March 1995

TURNOVER - CONTINUING OPERATIONS	NOTE	1995 £000	1995 £000 17,141	1994 £000	1994 £000 16,847
TOTAL STAFF COSTS Wages and Salaries Social security costs Other pension costs	1 15	10,434 898 <u>574</u>		9,924 870 <u>608</u>	
Depreciation External charges			11,906 29 <u>5,304</u> <u>17,239</u>		11,402 13 <u>5,680</u> 17,095
OPERATING (LOSS) - CONTINUING OPERATIONS Interest receivable			(98)		(248)
Interest payable  LOSS ON ORDINARY	2		(9)		
ACTIVITIES BEFORE TAXATION	3		(107)		(243)
TAXATION  LOSS FOR THE FINANCIAL YEAR	4 10		<u>28</u> <u>(79</u> )		<u>79</u> <u>(164</u> )
LLAN					

The Company has no recognised gains and losses other than the losses above and therefore no separate statement of total recognised gains and losses has been presented.

There is no difference between the loss on ordinary activities before taxation and the retained loss for the year stated above, and their historical cost equivalents.

# **BALANCE SHEET AT 31 MARCH 1995**

	NOTE	£000	£000	£000	£000
FIXED ASSETS					
Tangible Assets	5		116		117
CURRENT ASSETS					
Debtors	6	1356		1825	
Cash at Bank		<u>67</u> 1423		1825	
CREDITORS - amounts falling due		1 123		1025	
within one year	7	(1,303)		(1,623)	
NET CURRENT ASSETS			<u>120</u>		<u>202</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			236		319
PROVISIONS FOR LIABILITIES AND CHARGES	8		_(9) <u>227</u>		<u>(13</u> ) 306
CAPITAL AND RESERVES					
Called up share capital	9		1		1
Profit and Loss account	10		<u>226</u>		<u>305</u>
EQUITY SHAREHOLDERS'					
FUNDS			<u>227</u>		<u>306</u>

The Financial Statements on pages 5 to 14 were approved by the Board of Directors on 15 June 1995 and were signed on its behalf by:

J Flanagan Chairman

D A Teale Director

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 March 1995

# 1. <u>DIRECTORS AND EMPLOYEES</u>

The average number of persons (including Directors) employed by the Company during the year was:

		1995	1994
		Number	Number
	Administration	28	17
	Passenger Handling	27	_
	Baggage Handling	489	<u>537</u>
		<u>544</u>	<u>554</u>
	DIRECTORS' REMUNERATION	1995	1994
		£000	£000
	The remuneration paid to Directors was:	<u>NIL</u>	NIL
2.	INTEREST PAYABLE		
	Interest payable	<u>9</u>	_
3.	LOSS ON ORDINARY ACTIVITIES BEFORE TAXATION		
	Loss on ordinary activities before taxation is stated after		
	charging:	£	£
	Auditors' remuneration - Audit services	1,750	1,725
	- Other services	NIL	NIL
		0000	4000
		£000	£000
	Hire of plant and machinery - operating leases	1120	1001
	Hire of other assets - operating leases	<u>29</u>	<u>30</u>

# NOTES ON THE FINANCIAL STATEMENTS - Continued

		1995 £000	1994 £000
4.	TAXATION	2000	2000
	UK Corporation Tax at 33%		
	Current tax credit	25	87
	Deferred tax credit/(charge)	<u>4</u> 29	<u>(11)</u> 76
	Over/(Under) provision in respect of prior years:		
	Current tax (charge)/credit	(1)	5
	Deferred tax charge	<del>_</del>	<u>(2)</u>
		<u>28</u>	<u>_79</u>
5.	FIXED ASSETS - TANGIBLE ASSETS	Equipment	
	A4 1 Amril 1004	£000	
	At 1 April 1994 Additions	130 _28	
	raditions	_26	
	At 31 March 1995	<u>158</u>	
	<u>Depreciation</u>		
	At 1 April 1994	13	
	Charge for year	<u>29</u>	
	At 31 March 1995	<u>42</u>	
	Net Book Value		
	At 31 March 1995	<u>116</u>	
	At 31 March 1994	<u>117</u>	
6.	<u>DEBTORS</u>	1995	1994
		£000	£000
	Amounts falling due within one year:		
	Trade Debtors	1,282	1,541
	Corporation Tax Repayable	-	87
	Other Debtors	68	189
	Prepayments and accrued income	6	8
		<u>1.356</u>	<u>1,825</u>

# NOTES TO THE FINANCIAL STATEMENTS - Continued

7.	CREDITORS	1995	1994
	Amounts falling due within one year:	£000	£000
	Bank overdraft	-	824
	Trade creditors	45	51
	Amounts owed to holding Company	810	347
	Other taxation and social security payable	303	297
	Other creditors	<u>145</u>	104
		1,303	1.623

# 8. PROVISIONS FOR LIABILITIES AND CHARGES

# **Deferred Taxation**

Deferred taxation provided in the financial statements and the total potential liability including the amounts for which provision has been made are as follows:

		1995		1994	
		Amount Provided	Total Potential Liability	Amount Provided	Total Potential Liability
		£000	£000	£000	£000
	Tax effect of timing differences because of:				
	Excess of tax allowances over				
	depreciation	<u>2</u>	<u>2</u>	<u>13</u>	<u>13</u>
	The movement on the provision for def	erred taxati		lows: 000	
	At 1 April 1994			13	
	Transferred to Profit and Loss account At 31 March 1995		- -	(4) <u>9</u>	
				1995	1994
9.	CALLED UP SHARE CAPITAL			£000	£000
	Authorised, allotted called up and fully	paid 1,000	ordinary		
	shares at £1 each			_1	<u>_1</u>

# NOTES TO THE FINANCIAL STATEMENTS - Continued

10.	PROFIT AND LOSS	£000	
	At 1 April 1994	305	
	Loss for the year	<u>(79)</u>	
	At 31 March 1995	<u>226</u>	
11.	RECONCILIATION OF MOVEMENTS IN SHAREHOLDE	RS FUNDS	
		1995	1994
		£000	£000
	Loss for the financial year	(79)	(164)
	Opening Shareholders' Funds	<u>306</u>	470
	Closing Shareholders' Funds	227	306
			<u> </u>
12.	CAPITAL COMMITMENTS	1995	1994
		£000	£000
	Capital expenditure that has been contracted for but has not		
	been provided for in the financial statements	NIL	
	Capital expenditure that has been authorised by the Directors		
	but has not yet been contracted for	NIL	NIL
13.	CONTINGENT LIABILITIES		
	The Company intends to restructure. Funding for the restructure available by the holding company.	ring will be	made
14.	OTHER FINANCIAL COMMITMENTS		
	At 31st March 1995 the Company had annual commitments uncoperating leases as follows:	der non can	cellable
		1995	1994
		£000	£000
		2000	2000

# 15. OTHER PENSION COSTS

Expiring between two and five years inclusive

Employees of the Company participate in the following pension schemes:

<u>509</u>

1.031

# NOTES TO THE FINANCIAL STATEMENTS - Continued

# 1. Greater Manchester County Superannuation Fund

The fund is administered by Tameside Metropolitan Borough Council. The scheme is of the defined benefit type and the assets are held in external funds invested by professional investment managers. Participation is by virtue of the Company's status as an 'admitted body' to the Fund.

The last valuation of the Fund was carried out at 31st March 1992. The purpose of the valuation was to determine the financial position of the Fund and to recommend the contribution rate to be paid by Ringway Handling Services Limited and the other participating employers.

The assets of the Fund are not explicitly allocated to each of the participating employers. Therefore, it is not possible to state exactly the proportion which the assets bear to the liabilities for any particular employer. Nonetheless, the Fund in general was in surplus and this is reflected in the contribution payable by the Company. The principal assumptions used were as follows:

Investment Returns - 9% per annum
Salary Increases - 6.5% per annum
Pensions Increase - 4.5% per annum
Dividend Growth - 4.5% per annum

The costs of providing pensions are charged to the Profit and Loss Account on a consistent basis over the service lives of the members. These costs are determined by an independent qualified actuary and any variations from regular costs are spread over the remaining working lifetime of the current members.

The amount charged to the Profit and Loss Account for 1994/95 was £500,000 which is equal to the contributions payable to the scheme.

#### 2. Defined Contribution Schemes

The amount charged to the Profit and Loss Account for 1994/95 was £74,000 which is equal to the contributions payable to the scheme.

# 16. HOLDING COMPANY

Ringway Handling Services Limited is a wholly owned subsidiary of Manchester Airport Plc, a Company registered in England and Wales.

The financial statements of Manchester Airport Plc can be obtained from the Registered Office, PO Box 532, Town Hall, Manchester M60 2LA.

# NOTES TO THE FINANCIAL STATEMENTS - Continued

# 17. ECONOMIC REGULATION

The Company's Holding Company, Manchester Airport Plc, is subject to economic regulation under the Airport's Act 1986 which requires the airport to hold permission from the Civil Aviation Authority to levy airport charges.

From 1st April 1992 the operational activities of Ringway Handling Services Limited are required to be allocated between airport charges levied in connection with the landing, parking and taking-off of aircraft (including passenger related charges) and other operational income.

All revenue and costs arising from non-operational activities such as items where the income is not primarily from airport users is required to be shown in a separate category.

The following have been quantified by means of apportioning the use of the Company's accommodation and services.

# AIRPORT OPERATIONAL ACTIVITIES

Airport Charges:	1995 £000	1994 £000
The company has no such activities under the Act.		
Other Income: Revenue Costs	17,141 <u>17,239</u>	16,847 <u>17,095</u>
Company Operating (loss)	<u>(98)</u>	(248)

The Company has no non-operational activities under the Act.

Unless specified elsewhere in these notes the Company received no preferential treatment or financial support from any associated person or organisation during the period of these accounts.