



BDO Binder Hamlyn  
Chartered Accountants

REGISTRAR

2684714

MITE ENGINEERING MAINTENANCE  
(WEST) LIMITED

DIRECTORS' REPORT AND  
FINANCIAL STATEMENTS

for the period ended  
31 March 1993



Company Number 2565912



Ayr Bacup Belfast Birmingham Bristol Bury St Edmunds  
Cardiff Croydon Edinburgh Enniskillen Glasgow Leeds  
London Manchester Newbury Newcastle Newmarket  
Norwich Nottingham Poole Rochdale St Albans Saltcoats  
Stoke-on-Trent Stranraer Wolverhampton

**DIRECTORS**

D M Telling (appointed 6 March 1992)  
T G Lewis (appointed 12 March 1992)  
N Quinton (appointed 31 March 1992)  
D Needs (appointed 31 March 1992)  
M O Thomas (appointed 6 February 1992,  
resigned 31 March 1992)

**SECRETARY**

A F Waters (appointed 25 February 1992)

**REGISTERED OFFICE**

The Stable Block  
Barley Wood  
Wroughton  
Avon BS18 7SA

**COMPANY NUMBER**

2565912

**AUDITORS**

BDO Binder Hamlyn  
Broad Quay House  
Broad Quay  
Bristol BS1 4PQ

**DIRECTORS' REPORT**  
for the period ended 31 March 1993

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**FINANCIAL STATEMENTS**

The directors present their report and financial statements for the period from incorporation to 31 March 1993.

The company was incorporated on 6 February 1992 as Adeptcatch Limited and changed its name on 7 April 1992 to MITIE Engineering Maintenance (West) Limited. The company commenced trading on 1 April 1992.

The company is a subsidiary undertaking of MITIE Engineering Services (Bristol) Limited, which owns 86% of the issued share capital. The ultimate parent undertaking is MITIE Group PLC, which is incorporated in Scotland.

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 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) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- (4) 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 maintaining 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.

**PRINCIPAL ACTIVITY AND REVIEW OF THE BUSINESS**

The company's principal activity is the maintenance of electrical and mechanical services in commercial and industrial premises.

The company's business developed satisfactorily and the directors consider that the company is in a good position to continue that development.

**RESULTS AND DIVIDENDS**

The profit for the period after taxation amounted to £66,572. The directors recommend that this amount be dealt with as follows:

£

Ordinary dividends	
- Final proposed	36,646
Transfer to reserves	29,926
	<u>66,572</u>

**DIRECTORS' REPORT**  
for the period ended 31 March 1993 (continued)**FIXED ASSETS**

Details of movements in fixed assets during the period are set out in Note 6 to the financial statements.

**DIRECTORS**

The directors during the period were as stated on page 1.

The beneficial interests of the directors and their families in the share capital of the company are:

	31 March 1993 £1 Ordinary shares Number	At date of appointment £1 Ordinary shares Number
N Quinton	20,000	20,000
D Needs	8,000	8,000

No other director has a beneficial interest in the shares of the company.

D M Telling is a director of MITIE Group PLC, the ultimate parent undertaking, and his interests in the share capital of that company are shown in the financial statements of MITIE Group PLC.

Other directors' interest in the share capital of MITIE Group PLC are as follows:

	31 March 1993 50p Ordinary shares Number	1 April 1992 50p Ordinary shares Number
T G Lewis	293,483	293,483
N Quinton	5,000	5,000

**AUDITORS**

In accordance with Section 384 of the Companies Act 1985, a resolution proposing that BDO Binder Hamlyn be re-appointed as auditors of the company will be put to the Annual General Meeting.

This report was approved by the Board on 18<sup>th</sup> August 1993



A F Waters  
Secretary

**AUDITORS' REPORT**

to the members of MITIE Engineering Maintenance (West) Limited

We have audited the financial statements on pages 5 to 12 which have been prepared on the basis of 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.

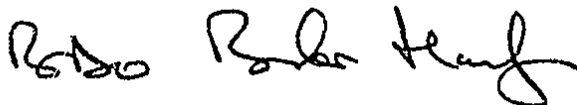
**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes 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 as at 31 March 1993 and of its profit for the period then ended and have been properly prepared in accordance with the Companies Act 1985.



Chartered Accountants  
Registered Auditors  
12th August 1993

**MITIE ENGINEERING MAINTENANCE (WEST) LIMITED**

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**PROFIT AND LOSS ACCOUNT  
for the period ended 31 March 1993**

	Notes	1993 £
Turnover		1,300,556
Cost of sales		<u>1,034,514</u>
Gross profit		266,042
Administrative expenses		<u>183,874</u>
Operating profit	2	82,168
Interest receivable	3	<u>19,904</u>
Profit on ordinary activities before taxation		102,072
Tax on profit on ordinary activities	4	<u>35,500</u>
Profit on ordinary activities after taxation		66,572
Dividends	5	<u>36,646</u>
Retained profit for the period		<u>29,926</u>

**MITIE ENGINEERING MAINTENANCE (WEST) LIMITED**

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**BALANCE SHEET**  
as at 31 March 1993

	Notes	£	1993	£
<b>FIXED ASSETS</b>				
Tangible assets	6			93,900
<b>CURRENT ASSETS</b>				
Work in progress	7	76,723		
Debtors	8	56,379		
Cash at bank and in hand		<u>294,047</u>		
		427,149		
CREDITORS: amounts falling due within one year	9	<u>291,123</u>		
Net Current Assets				<u>136,026</u>
Net Assets				<u>229,926</u>
<b>CAPITAL AND RESERVES</b>				
Called up share capital	11		200,000	
Profit and loss account			<u>29,926</u>	
			229,926	

The financial statements on pages 5 to 12 were approved by the Board on 18<sup>th</sup> August 1993

  
D M Telling  
Director

**MITIE ENGINEERING MAINTENANCE (WEST) LIMITED**

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**CASH FLOW STATEMENT  
for the period ended 31 March 1993**

	Notes	£	1993	£
NET CASH INFLOW FROM OPERATING ACTIVITIES	12			202,987
RETURNS ON INVESTMENTS AND SERVICING OF FINANCE				
Interest received		19,163		
NET CASH INFLOW FROM RETURNS ON INVESTMENTS AND SERVICING OF FINANCE				19,163
INVESTING ACTIVITIES				
Purchase of tangible fixed assets		(131,103)		
Sale of tangible fixed assets		3,000		
NET CASH OUTFLOW FROM INVESTING ACTIVITIES				(128,103)
NET CASH INFLOW BEFORE FINANCING				94,047
FINANCING				
Issue of ordinary share capital		200,000		
NET CASH INFLOW FROM FINANCING				200,000
INCREASE IN CASH AND CASH EQUIVALENTS	13			294,047



NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1993

## 1. ACCOUNTING POLICIES

## Accounting convention

The financial statements are prepared under the historical cost convention.

## Turnover

Turnover represents the total, excluding sales taxes, receivable in respect of goods and services supplied and contract work completed in the period.

## Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or valuation, less depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset on a straight-line basis over its expected useful life, as follows:

Plant and office equipment	4 - 10 years
Motor vehicles	4 years

## Work in progress

Work in progress is stated at the lower of cost (including appropriate overheads) and net realisable value. Provision is made for foreseeable losses.

## Compliance with accounting standards

The financial statements have been prepared in accordance with applicable accounting standards.

2. OPERATING PROFIT is stated after charging:	1993 £
Depreciation	36,584
Operating lease rentals - land and buildings	1,050
Auditors' remuneration	<u>1,000</u>
3. INTEREST RECEIVABLE	
Bank interest receivable	<u>19,904</u>
4. TAXATION	
UK current year taxation	
UK corporation tax at 33%	<u>35,500</u>

NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1993 (continued)

5. DIVIDENDS	1993 £
Final proposed at 18.3p per ordinary share	<u>36,646</u>

## 6. TANGIBLE FIXED ASSETS

## (a) Summary

	Office equipment £	Motor vehicles £	Total £
Cost			
Additions	3,408	29,684	33,092
Intra group transfers	-	150,911	150,911
Disposals	-	(13,467)	(13,467)
31 March 1993	<u>3,408</u>	<u>167,128</u>	<u>170,536</u>
Depreciation			
Charge for the period	556	36,028	36,584
Intra group transfers	-	52,900	52,900
Disposals	-	(12,848)	(12,848)
31 March 1993	<u>556</u>	<u>76,080</u>	<u>76,636</u>
Net book value			
31 March 1993	<u>2,852</u>	<u>91,048</u>	<u>93,900</u>

## (b) Capital commitments

At 31 March 1993 the directors had authorised capital expenditure of £Nil.

7. WORK IN PROGRESS	1993 £
Work in progress	188,298
Payments on account	<u>(111,575)</u>
	<u>76,723</u>

NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1993 (continued)

	1993 £
8. DEBTORS	
Trade debtors	41,167
Amounts owed by parent undertaking and fellow subsidiary undertakings	13,212
Other debtors	<u>2,000</u>
	<u>56,379</u>
9. CREDITORS: amounts falling due within one year	
Trade creditors	101,414
Accruals and deferred income	37,368
Proposed dividend	36,646
Corporation tax	35,500
Other creditors	4,250
Other taxes and social security costs	36,140
Payments on account	<u>39,805</u>
	<u>291,123</u>
10. PROVISIONS FOR LIABILITIES AND CHARGES	
The total potential deferred tax liability is as follows:	
	Potential 1993 £
Accelerated capital allowances	(1,600)
Other timing differences	<u>250</u>
	<u>(1,350)</u>

**NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1993 (continued)**

**11. SHARE CAPITAL**

Authorised and allotted share capital	Authorised 1993 Number	Allotted, called up and fully paid 1993 £
£1 Ordinary	<u>200,000</u>	<u>200,000</u>

200,000 £1 ordinary shares were issued at par during the period.

**12. RECONCILIATION OF OPERATING PROFIT TO NET  
CASH INFLOW FROM OPERATING ACTIVITIES**

	1993 £
Operating profit	82,168
Depreciation charges	36,584
Profit on disposal of fixed assets	(2,380)
Increase in work in progress	(76,723)
Increase in debtors	(55,639)
Increase in creditors	218,977
Net cash inflow from operating activities	<u>202,987</u>

**13. ANALYSIS OF THE BALANCES OF CASH AND CASH EQUIVALENTS**

Cash at bank and in hand	<u>294,047</u>
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**14. FINANCIAL COMMITMENTS**

**(a) Operating leases - land and buildings**

At 31 March 1993 the company had no annual commitments under non-cancellable operating leases.

**(b) Commitments on behalf of group undertakings**

The company is party with other group undertakings to cross-guarantees of each other's bank overdrafts.

NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1993 (continued)

## 15. DIRECTORS

## (a) Emoluments

	1993
The emoluments of directors of the company were:	£
Fees and other emoluments (including pension contributions and benefits-in-kind)	<u>50,608</u>

## (b) Bandings

Fees and other emoluments disclosed above (excluding pension contributions) include amounts paid to:

The chairman	-
The highest-paid director	<u>29,948</u>

Other directors' emoluments (excluding pension contributions) were in the following ranges: Number

£0 - £ 5,000	1
£15,001 - £20,000	1

## 16. EMPLOYEES

## (a) Number of employees

The average number of persons (including directors) employed by the company during the period was:

Site labour	14
Administration and management	5
	<u>19</u>

## (b) Employment costs

	£
Wages and salaries	336,653
Social security costs	35,563
Other pension costs	<u>1,947</u>
	<u>374,163</u>

## 17. ULTIMATE PARENT UNDERTAKING

The directors regard MITIE Group PLC, a company incorporated in Scotland, as the company's ultimate parent undertaking. Copies of the group financial statements can be obtained from the company secretary at the registered office.