

**Plymouth Science Park Limited (formerly Tamar  
Science Park Limited)  
Company Limited by Guarantee**

**Annual Report  
Year Ended 31 March 2014**

**Company Registration Number 3157625**

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# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Financial Statements**

**Year Ended 31 March 2014**

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# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Officers and Professional Advisers**

### **The Board of Directors**

J K Acornley  
J Beer  
S Chamberlain  
D Draffan  
S Jones  
I G Pearce  
C Jenkins  
T Evans

### **Company Secretary**

I G Pearce

### **Registered Office**

1 Davy Road  
Derriford  
PLYMOUTH  
PL6 8BX

### **Auditor**

Francis Clark LLP  
Chartered Accountants  
& Statutory Auditor  
North Quay House  
Sutton Harbour  
PLYMOUTH  
PL4 0RA

### **Bankers**

HSBC  
PO Box 26  
4 Old Town Street  
PLYMOUTH  
PL1 1DD

# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Chairman's Statement**

### **Year Ended 31 March 2014**

I am pleased to make my fourth report as Chairman. The Company made an operating surplus of £161k after interest, reflecting a consolidation of recent changes and the roll out of new business advisory services.

Occupancy levels have remained at good levels throughout the year.

The Park has commenced the roll out of various new business assistance programmes this year, including an Advisory Board of leading business people that has engaged successfully with nine Park clients to date. These engagements carry with them an entitlement for the Park to share in future realisation of capital receipts. A regular seminar programme has also been introduced bringing in experts to cover topics of relevance to our client base and the wider business community.

Perhaps our most visible development this year has been the change of name from Tamar Science Park to Plymouth Science Park. The change has been well received and reflects the Board's desire to give the Park more geographic recognition as we reach out to potential inward investment from outside of the region, and to align the Park more closely with our two members.

Two of our non-executive directors have stood down this year and I would like to acknowledge their input during their time in office.

As always, I would like to thank our employees for their work throughout the year and their continuing commitment to the success of the Park.

Finally, I would also like to thank our stakeholders and my fellow Board Members for their continued support.

Simon Chamberlain  
Chairman

# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Directors' Report**

### **Year Ended 31 March 2014**

The directors present their report and the financial statements of the Company for the year ended 31 March 2014.

#### **Principal Activities**

The principal activities of the Company during the year were the letting of units to knowledge based businesses and the provision of support, advisory and facilities management services thereto.

#### **Directors**

The directors who served the Company during the year were as follows:

A D Everett  
J K Acornley  
A C Southall  
J Beer  
S Chamberlain  
D Draffan  
S Jones  
I G Pearce  
C Jenkins  
T Evans  
A J Burroughs

A D Everett resigned as a director on 6 January 2014.

A C Southall resigned as a director on 24 February 2014.

A J Burroughs resigned as a director on 4 April 2014.

#### **Status of Company**

The Company is limited by guarantee and has no share capital. The members of the Company are The University of Plymouth and Plymouth City Council. In the event that the Company is wound up, the liability of each member is restricted to £1. The Company must have not less than five directors.

Each of the persons who is a director at the date of approval of this report confirm that:

- so far as each director is aware, there is no relevant audit information of which the Company's auditor is unaware; and
- each director has taken all steps that they ought to have taken as a director to make themselves aware of any relevant audit information and to establish that the Company's auditor is aware of that information.

**Plymouth Science Park Limited (formerly Tamar Science Park Limited)  
Company Limited by Guarantee**

Directors' Report (*continued*)

Year Ended 31 March 2014

**Small Company Provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Signed by order of the directors



I G Pearce  
Company Secretary

Approved on .....18/7/14.....

# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Statement of Directors' Responsibilities**

**Year Ended 31 March 2014**

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of the surplus or deficit of the Company for that year.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting 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 adequate accounting records that are sufficient to show and explain the Company's transactions and 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 2006. 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.

# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

Independent Auditor's Report to the Shareholders of Plymouth Science Park Limited  
(formerly known as Tamar Science Park Limited)

Year Ended 31 March 2014

We have audited the financial statements of Plymouth Science Park Limited (formerly known as Tamar Science Park Limited) for the year ended 31 March 2014 which comprise the Income and Expenditure Account, Statement of Total Recognised Gains and Losses, Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the Company's shareholders, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Company's shareholders 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 shareholders as a body, for our audit work, for this report, or for the opinions we have formed.

## **Respective Responsibilities of Directors and Auditor**

As explained more fully in the Directors' Responsibilities Statement set out on page 5, the directors are responsible for the preparation of the Annual Report, financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

## **Scope of the Audit of the Financial Statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.



# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

Independent Auditor's Report to the Shareholders of Plymouth Science Park Limited  
(formerly known as Tamar Science Park Limited) *(continued)*

Year Ended 31 March 2014

## **Opinion on Financial Statements**

In our opinion the financial statements:

- give a true and fair view of the state of the Company's affairs as at 31 March 2014 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## **Opinion on Other Matter Prescribed by the Companies Act 2006**

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

## **Matters on Which We are Required to Report by Exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a strategic report or in preparing the directors' report.

  
CHARLES EVANS (Senior Statutory Auditor)  
For and on behalf of  
FRANCIS CLARK LLP  
Chartered Accountants & Statutory Auditor

North Quay House  
Sutton Harbour  
PLYMOUTH  
PL4 0RA

1/9/14

**Plymouth Science Park Limited (formerly Tamar Science Park Limited)  
Company Limited by Guarantee**

Income and Expenditure Account

Year Ended 31 March 2014

	Note	2014 £	2013 £
<b>Turnover</b>		<b>1,598,644</b>	<b>1,709,875</b>
Staff costs		<b>(649,853)</b>	(583,443)
Depreciation written off fixed assets	2	<b>(63,948)</b>	(33,819)
Other operating charges		<b>(696,918)</b>	(672,146)
<b>Operating Surplus</b>		<b>187,925</b>	420,467
Interest receivable		<b>21,297</b>	1,537
Interest payable and similar charges		<b>(48,146)</b>	(47,069)
<b>Surplus on Ordinary Activities Before Taxation</b>		<b>161,076</b>	374,935
Tax on surplus on ordinary activities	4	—	—
<b>Surplus for the Financial Year</b>		<b>161,076</b>	374,935

The notes on pages 11 to 16 form part of these financial statements.

**Plymouth Science Park Limited (formerly Tamar Science Park Limited)  
Company Limited by Guarantee**

**Statement of Total Recognised Gains and Losses**

**Year Ended 31 March 2014**

	2014 £	2013 £
Surplus for the financial year attributable to the members	<b>161,076</b>	374,935
Unrealised (loss)/profit on revaluation of:		
Freehold Investment Properties	<b>(477,500)</b>	445,000
Long Leasehold Investment Properties	<b>(170,000)</b>	160,000
Total gains and losses recognised since the last annual report	<b><u>(486,424)</u></b>	<u>979,935</u>

The notes on pages 11 to 16 form part of these financial statements.

**Plymouth Science Park Limited (formerly Tamar Science Park Limited)  
Company Limited by Guarantee**

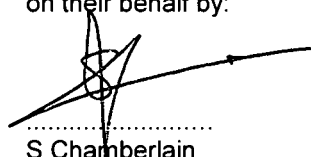
**Balance Sheet**

31 March 2014

	Note	2014 £	2013 £
<b>Fixed Assets</b>			
Tangible assets	5	<u>13,081,358</u>	<u>13,746,835</u>
<b>Current Assets</b>			
Debtors	6	220,470	187,826
Cash at bank and in hand		<u>1,372,634</u>	<u>1,234,069</u>
		1,593,104	1,421,895
<b>Creditors: Amounts falling due within one year</b>	7	<u>410,353</u>	<u>317,627</u>
<b>Net Current Assets</b>		<u>1,182,751</u>	<u>1,104,268</u>
<b>Total Assets Less Current Liabilities</b>		<u>14,264,109</u>	<u>14,851,103</u>
<b>Creditors: Amounts falling due after more than one year</b>	8	2,876,962	2,977,533
		<u>11,387,147</u>	<u>11,873,570</u>
<b>Reserves</b>	12		
Revaluation Reserve	13	6,038,869	6,686,368
Other reserves	13	6,925,788	6,925,788
Income and expenditure account	13	(1,577,510)	(1,738,586)
<b>Members' Funds</b>		<u>11,387,147</u>	<u>11,873,570</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These accounts were approved by the directors and authorised for issue on 18/12/14, and are signed on their behalf by:



S Chamberlain

Company Registration Number: 3157625

The notes on pages 11 to 16 form part of these financial statements.

# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Notes and Accounting Policies**

**Year Ended 31 March 2014**

### **1. Accounting Policies**

#### **(a) Basis of accounting**

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of properties, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

#### **(b) Turnover**

Turnover comprises income receivable from rents, fees and charges, exclusive of Value Added Tax. Amounts receivable from tenants by way of reimbursement for payments made directly on their behalf are netted-off against the relevant expenditure.

#### **(c) Fixed assets**

All fixed assets are initially recorded at cost.

#### **(d) Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures and fittings	5-10 years, straight line
Computer equipment	4-10 years, straight line

#### **(e) Investment properties**

Investment properties are shown at their open market value. The surplus or deficit arising from the annual revaluation is transferred to the revaluation reserve unless a deficit, or its reversal, on an individual investment property is expected to be permanent, in which case it is recognised in the income and expenditure account for the year. This is in accordance with the FRSSE which, unlike the Companies Act 2006, does not require depreciation of investment properties. The departure from the provisions of the Act is required in order to give a true and fair view.

#### **(f) Finance lease agreements**

Where the Company enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease. The asset is recorded in the balance sheet as a tangible fixed asset and is depreciated in accordance with the above depreciation policies. Future instalments under such leases, net of finance charges, are included within creditors. Rentals payable are apportioned between the finance element, which is charged to the income and expenditure account on a straight line basis, and the capital element which reduces the outstanding obligation for future instalments.

#### **(g) Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against income on a straight line basis over the period of the lease.

#### **(h) Pension costs**

The Company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the Company. The annual contributions payable are charged to the income and expenditure account.

# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Notes and Accounting Policies**

**Year Ended 31 March 2014**

### **1. Accounting Policies *(continued)***

#### **(i) Grants**

Grants and capital contributions received relating to infrastructure assets have been deducted from the cost of fixed assets. This is not in accordance with the Companies Act 2006, which requires assets to be shown at their purchase price or production cost and hence grants and contributions would be shown as deferred income. This departure from the requirements of the Act is, in the opinion of the directors, necessary to give a true and fair view, as no provision is made for depreciation and any grants and contributions relating to such assets would not be taken to the income and expenditure account. The effect of this departure is that the net book value of fixed assets, prior to any revaluation, is £20.2 million lower (2013: £20.2 million lower) than it would otherwise have been.

Government grants in respect of capital expenditure relating to non-infrastructure assets are treated as deferred income and are credited to the income and expenditure account over the estimated useful life of the assets to which they relate.

### **2. Operating Surplus**

Operating surplus is stated after charging/(crediting):

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Amortisation of government grants re fixed assets	–	(45,774)
Depreciation of owned fixed assets	<b>76,906</b>	77,377
Depreciation of assets held under finance lease agreements	<b>2,216</b>	2,216
Profit on disposal of fixed assets	<b>(15,174)</b>	–
Auditor's fees	<b><u>3,855</u></b>	<b><u>3,750</u></b>

### **3. Directors' Remuneration**

The directors' aggregate remuneration in respect of qualifying services were:

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Aggregate remuneration	<b><u>183,885</u></b>	<b><u>136,077</u></b>

The above amounts are included within staff costs in the Income and Expenditure account.

### **4. Taxation on Ordinary Activities**

Tax losses available for carry forward against future profits amount to approximately £2,080,000 (2013: £2,206,000).

# **Plymouth Science Park Limited (formerly Tamar Science Park Limited)** **Company Limited by Guarantee**

## Notes and Accounting Policies

Year Ended 31 March 2014

### **5. Tangible Fixed Assets**

	Freehold Investment Properties £	Long Leasehold Investment Properties £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>Cost or Valuation</b>					
At 1 April 2013	8,550,000	5,020,000	370,925	992,605	14,933,530
Additions	—	—	9,839	52,935	62,774
Disposals	—	—	(32,579)	—	(32,579)
Revaluation	(477,500)	(170,000)	—	—	(647,500)
<b>At 31 March 2014</b>	<b>8,072,500</b>	<b>4,850,000</b>	<b>348,185</b>	<b>1,045,540</b>	<b>14,316,225</b>
<b>Depreciation</b>					
At 1 April 2013	—	—	331,065	855,630	1,186,695
Charge for the year	—	—	26,559	52,563	79,122
On disposals	—	—	(30,950)	—	(30,950)
<b>At 31 March 2014</b>	<b>—</b>	<b>—</b>	<b>326,674</b>	<b>908,193</b>	<b>1,234,867</b>
<b>Net Book Value</b>					
<b>At 31 March 2014</b>	<b>8,072,500</b>	<b>4,850,000</b>	<b>21,511</b>	<b>137,347</b>	<b>13,081,358</b>
At 31 March 2013	8,550,000	5,020,000	39,860	136,975	13,746,835

The cost of the freehold investment property is stated net of grants received of £16,100,000 (2013: £16,100,000). The cost of the long leasehold investment property is stated net of grants received of £4,083,873 (2013: £4,083,873).

The investment properties were valued by Vickery Holman Limited, Chartered Surveyors, at their open market value for existing use on 31 March 2014.

In respect of properties stated at valuations, the comparable historical cost and depreciation values are as follows:

	2014 £	2013 £
<b>Historical cost</b>	<b>27,045,860</b>	<b>27,045,860</b>

### **Finance lease agreements**

Included within the net book value of £13,081,358 is £554 (2013 - £2,770) relating to assets held under finance lease agreements. The depreciation charged to the financial statements in the year in respect of such assets amounted to £2,216 (2013 - £2,216).

# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Notes and Accounting Policies**

**Year Ended 31 March 2014**

### **6. Debtors**

	2014 £	2013 £
Trade debtors	88,941	74,160
VAT recoverable	–	4,438
Prepayments and accrued income	131,529	109,228
	<u>220,470</u>	<u>187,826</u>

### **7. Creditors: Amounts falling due within one year**

	2014 £	2013 £
Bank loans	100,000	–
Trade creditors	125,690	161,174
PAYE and social security	14,679	13,875
VAT	8,206	–
Finance lease agreements	–	2,216
Other creditors	4,315	2,182
Accruals and deferred income	157,463	138,180
	<u>410,353</u>	<u>317,627</u>

The following liabilities disclosed under creditors falling due within one year are secured by the Company:

	2014 £	2013 £
Finance lease agreements	<u>–</u>	<u>2,216</u>

### **8. Creditors: Amounts falling due after more than one year**

	2014 £	2013 £
Bank loans and overdrafts	2,560,000	2,660,000
Finance lease agreements	–	571
Other creditors including:		
Land costs	316,962	316,962
	<u>2,876,962</u>	<u>2,977,533</u>

As at 31 March 2013, the Company had a £2.66 million 20 year term bank loan, which bears interest at 1.25% over bank base rate. A capital repayment schedule has been formally agreed and the loan is interest only until 2015. Under the terms of the facility, the Company may make additional repayments at any time, in multiples of £100,000. The Company has granted its banker fixed charges over certain land and buildings and a floating charge over all other assets, as security for the loans and overdraft it has extended to the Company, including those shown above.

The land costs represent monies due to Plymouth City Council and the Homes and Communities Agency (SWRDA's successor agency) by way of deferred consideration for freehold land acquired in previous financial years. This amount will become payable as and when land is developed.



# **Plymouth Science Park Limited (formerly Tamar Science Park Limited) Company Limited by Guarantee**

## **Notes and Accounting Policies**

**Year Ended 31 March 2014**

### **8. Creditors: Amounts falling due after more than one year (*continued*)**

The following liabilities disclosed under creditors falling due after more than one year are secured by the Company:

	2014 £	2013 £
Bank loans and overdrafts	2,660,000	2,660,000
Finance lease agreements	–	571
	<u>2,660,000</u>	<u>2,660,571</u>

### **9. Commitments under Operating Leases**

At 31 March 2014 the Company had aggregate annual commitments under non-cancellable operating leases as set out below.

	2014 £	2013 £
Operating leases which expire:		
Within 1 year	3,255	–
Within 2 to 5 years	–	6,018
	<u>3,255</u>	<u>6,018</u>

### **10. Contingencies**

Cumulative capital grants received from Homes and Communities Agency (SWRDA's successor agency) amount to £8,900,425, and from the European Regional Development Fund to £11,294,944. In 2010 the University of Plymouth provided £5,925,000 under the terms of a Collaboration Agreement. These monies may become repayable, in whole or in part, in the event of failure to comply with the terms and conditions attaching to them. The directors believe they are in compliance with all material terms and conditions relating to these funding agreements.

### **11. Related Party Transactions**

The University of Plymouth and its subsidiaries, joint ventures and associates paid rent and associated charges to the Company of £109,171 (2013: £159,980); £8,209 (2013: £18,173) was outstanding at the year-end.

Plymouth City Council paid the company £5,108 (2013: £11,242) for services received, of which £1,386 (2013: £942) was outstanding at the year-end. The Company paid Plymouth City Council £199,585 (2013: £88,572) in respect of other services. As part of the revised Plymouth City Council funding proposal for the company, Plymouth Science Park Limited no longer pays the ground rent of £49,500 (2013: £49,500) on two long term ground leases and Plymouth City Council has assigned to the Company the right to to receive rent on two properties on the Plymouth Science Park amounting to £19,625 (2013: £19,625). Plymouth City Council also provided business rates relief of £103,338 (2013: £126,296).

Two of the directors represent Plymouth Science Park Limited on the Plymouth Science Park Advisory Board. In connection with this, they were paid £16,400 during the year (2013: £nil).

### **12. Company Limited by Guarantee**

The Company is limited by guarantee and has no share capital. The members of the Company are University of Plymouth and Plymouth City Council. In the event of the Company being wound up, the liability of each member is limited to £1.

**Plymouth Science Park Limited (formerly Tamar Science Park Limited)  
Company Limited by Guarantee**

Notes and Accounting Policies

Year Ended 31 March 2014

**13. Reserves**

	Revaluation reserve £	Joint Venture Capital £	Income and expenditure account £
Balance brought forward	6,686,368	6,925,788	(1,738,586)
Surplus for the year	—	—	161,076
Other gains and losses			
- Revaluation of fixed assets	(647,499)	—	—
Balance carried forward	<u>6,038,869</u>	<u>6,925,788</u>	<u>(1,577,510)</u>

In connection with the joint venture capital invested by the University of Plymouth, the Company has granted fixed charges over certain of its land and buildings and a floating charge over all other assets.