# HLMAD LIMITED T/A HLM ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2014

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### **DIRECTORS AND ADVISERS**

**Directors** C D Liddle

C J Buckingham
D M Cafferty
J G Clarke
K S Mosley
N J Beecroft
R M O'Neil
M Staniland

Secretary K S Mosley

Company number 05047778

Registered office Ground Floor

46 Loman Street

London SE1 0EH

Registered auditors Johnston Carmichael LLP

227 West George Street

Glasgow G2 2ND

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#### STRATEGIC REPORT

#### FOR THE YEAR ENDED 31 MARCH 2014

The directors present their strategic report for the year ended 31 March 2014.

HLM continues to be well respected in the chosen marketplaces of Healthcare, Education, Justice, Residential, Commercial and Defence and we are delighted that the quality of projects has again led to winning numerous design awards during the year.

Against a rapidly changing economic environment, the Directors are pleased with the performance of the business. We achieved the targets set out in our Business Plan for architectural design quality, business profile and financial performance.

Our strategy of continuing to actively manage the business continues in a commercial manner is based upon the provision of sustainable, high quality design services to our clients with the Directors leading the design process, encouraging, motivating and leading the team by example.

Alongside this we have continued to dynamically shape the business to reflect the changing economic environment by focusing on being creative, innovative and as flexible as possible about the way we work together.

Efficient day to day management continues to be led by our Executive Board which meets monthly. In monitoring and controlling the performance of the business, the Executive Board focuses on a number of key performance indicators covering such matters as staff utilisation, project profitability and cash management.

Our strong financial footing has not only allowed us to meet the challenges of the economic downturn of the last few years, but also allowed us to pursue our strategy of continuing to invest in our UK business whilst simultaneously developing our international presence.

Our business in Johannesburg, South Africa continues to make a significant contribution to our overall financial performance from where we continue to capitalise on the significant opportunities across Sub-Saharan Africa.

In Abu Dhabi we have continued to increase HLM's business profile across the Middle East where we have been successful in securing a number of new commissions. We continue to see significant opportunities for growing our business in this region.

During the financial year and in line with our Business Plan we made two strategic investments to secure two architectural brands with heritage and reputations which are recognised worldwide.

Firstly, in April 2013, we rescued the brand of Llewelyn Davies - a leader in hospital design with an established reputation built up over 50 years, which has delivered over 250 major hospitals in 75 countries, as well as influencing healthcare masterplanning across the world. Llewelyn Davies is based in London and continues to deliver quality projects to existing and future clients in masterplanning, healthcare and international aviation. We are pleased that in our first year of ownership the business made a significant contribution to our overall financial performance.

In September 2013 we made our second strategic investment in Sidell Gibson, a 40 year old well respected architectural practice and brand associated with high quality office, headquarters, banks, residential, conservation and restoration projects in the City of London, including Windsor Castle and the Jewel Room at the Tower of London.

To capitalise on their heritage and brand reputations, both the Llewelyn Davies and Sidell Gibson businesses operate as separate businesses from the HLM brand.

Trading performance of all our businesses in the new financial year is in line with expectations and our Business Plan.

# STRATEGIC REPORT (CONTINUED)

# FOR THE YEAR ENDED 31 MARCH 2014

By order of the board

K S Mosley

Secretary

24 September 2014

#### **DIRECTORS' REPORT**

### FOR THE YEAR ENDED 31 MARCH 2014

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

#### Principal activities

The principal activity of the group is that of the provision of architectural, landscape and urban design, interior design and environmental design services.

#### Results and dividends

The consolidated profit and loss account for the year is set out on page 7.

An interim ordinary dividend was approved amounting to £20,300.

#### **Directors**

The following directors have held office since 1 April 2013:

C D Liddle

C J Buckingham

D M Cafferty

J G Clarke

K S Mosley

N J Beecroft

R M O'Neil

J R Ferguson

(Resigned 20 May 2013)

L H Welch (Resigned 4 June 2013)

L T Lenaghan (Resigned 6 June 2013)

M Staniland

R P I Parsons (Resigned 1 July 2013)

#### Statement of directors' responsibilities

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 group and of the profit or loss of the group for that period. 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;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the group 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 the group 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 the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# **DIRECTORS' REPORT (CONTINUED)**

### FOR THE YEAR ENDED 31 MARCH 2014

#### Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the group's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the group's auditors are aware of that information.

By order of the board

K S Mosley Secretary

24 September 2014

#### INDEPENDENT AUDITORS' REPORT

#### TO THE MEMBERS OF HLMAD LIMITED T/A HLM

We have audited the group and parent company financial statements (the "financial statements") of HLMAD Limited T/A HLM for the year ended 31 March 2014 set out on pages 7 to 26. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, 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 members those matters we are required to state to them in an auditors' 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

As explained more fully in the Directors' Responsibilities Statement set out on pages 3 - 4, the directors are responsible for the preparation of the 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.

#### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent company's affairs as at 31 March 2014 and of the group's profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; 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 Strategic Report and Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

# INDEPENDENT AUDITORS' REPORT (CONTINUED)

### TO THE MEMBERS OF HLMAD LIMITED T/A HLM

#### 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 by the parent company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent company financial statements are not in agreement with the accounting records and returns;
- 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.

John McLaren (Senior Statutory Auditor)
for and on behalf of Johnston Carmichael LLP

**Chartered Accountants Statutory Auditor** 

227 West George Street Glasgow G2 2ND

# CONSOLIDATED PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2014

	Notes	2014 £	2013 £
Turnover	2	12,224,150	10,342,398
Cost of sales		(7,455,860)	(6,581,216)
Gross profit		4,768,290	3,761,182
Administrative expenses Other operating income		(4,585,130) 26,867	(3,642,689)
Operating profit	3	210,027	118,493
Other interest receivable and similar income Interest payable and similar charges	4	- (4,82 <del>9</del> )	9 (4,428)
Profit on ordinary activities before taxation		205,198	114,074
Tax on profit on ordinary activities	5	(69,756)	86,414
Profit on ordinary activities after taxation		135,442	200,488
Minority interests		(7,708)	(629)
Profit for the financial year	6	127,734	199,859

The profit and loss account has been prepared on the basis that all operations are continuing operations.

# STATEMENT OF RECOGNISED GAINS AND LOSSES FOR THE YEAR ENDED 31 MARCH 2014

	2014	2013
	£	£
Profit for the financial year	135,442	200,488
Currency translation differences on foreign		
currency net investments	(7,188)	(6,082)
Total recognised gains and losses relating to the year	128,254	194,406

# BALANCE SHEETS AS AT 31 MARCH 2014

		Grou	•	Comp	•
		2014	2013	2014	2013
	Notes	£	£	£	£
Fixed assets			•		
Intangible assets	8	-	-	-	-
Tangible assets	9	415,228	422,997	340,610	360,104
Investments	10	-	-	26,040	-
		415,228	422,997	366,650	360,104
Current assets					
Debtors -	11	4,893,424	3,125,310	4,393,922	3,067,204
Cash at bank and in hand		51,443	584,452	23,983	573,025
		4,944,867	3,709,762	4,417,905	3,640,229
Creditors: amounts falling due within					
one year	12	(3,894,332)	(2,748,950)	(3,383,582)	(2,652,185)
Net current assets		1,050,535	960,812	1,034,323	988,044
Total assets less current liabilities		1,465,763	1,383,809	1,400,973	1,348,148
•		<u>———</u>			
Capital and reserves					
Called up share capital	15	196,000	200,000	196,000	200,000
Other reserves	16	(9,270)	(6,082)	4,000	-
Profit and loss account	16	1,256,714	1,175,280	1,200,973	1,148,148
Shareholders' funds	18	1,443,444	1,369,198	1,400,973	1,348,148
Minority interests	17	22,319	14,611	<del>-</del>	-
		1,465,763	1,383,809	1,400,973	1,348,148
			=	<del></del>	

Approved by the Board and authorised for issue on 24 September 2014

C D Liddle

Chairman

M Staniland **Director** 

M. Standard

Company Registration No. 05047778

# CONSOLIDATED CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2014

	£	2014 £	£	2013 £
Net cash (outflow)/inflow from operating activities		(425,426)		1,190,749
Returns on investments and servicing of finance				
Interest received Interest paid	(4,829)		9 (4,428)	
Net cash outflow for returns on investments and servicing of finance		(4,829)		(4,419)
Taxation		81,255		(220,771)
Capital expenditure and financial investment	(0.005)			
Payments to acquire intangible assets  Payments to acquire tangible assets  Payments to acquire investments	(9,995) (252,092) (26,040)		(263,006)	
Receipts from sales of tangible assets	-		5,195	
Net cash outflow for capital expenditure		(288,127)		(257,811)
Equity dividends paid		(40,600)		(40,600)
Net cash (outflow)/inflow before management of liquid resources and financing		(677,727)		667,148
Financing Purchase of own shares	(26,000)		-	
Net cash outflow from financing		(26,000)		-
(Decrease)/increase in cash in the year		(703,727)		667,148

# NOTES TO THE CONSOLIDATED CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2014

1	Reconciliation of operating profit to net car operating activities	sh (outflow)/inflo	ow from	2014	2013
				£	£
	Operating profit			210,027	118,493
	Depreciation of tangible assets			247,177	313,191
	Amortisation of intangible assets			36,035	-
	Loss on disposal of tangible assets			· •	2,022
	(Increase)/decrease in debtors			(1,880,064)	889,534
	Increase/(decrease) in creditors within one ye	ar		955,903	(130,434)
	Net effect of foreign exchange differences			5,496	(2,057)
	Net cash (outflow)/inflow from operating ac	ctivities		(425,426)	1,190,749
2	Analysis of net (debt)/funds	1 April 2013	Cash flow	Other non- 3 cash changes	1 March 2014
		£	£	£	£
	Net cash:				
	Cash at bank and in hand	584,452	(533,009)	-	51,443
	Bank overdrafts	(62,890)	(170,718)	<u>-</u>	(233,608)
	Net funds/(debt)	521,562	(703,727) ======	-	(182,165)
3	Reconciliation of net cash flow to moveme	nt in net (debt)/fi	unds	2014	2013
				£	£
	(Decrease)/increase in cash in the year			(703,727)	667,148
				(703,727)	667,148
	Movement in net (debt)/funds in the year				
	Opening net funds/(debt)			521,562	(145,586)

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 MARCH 2014

#### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

#### 1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

#### 1.3 Basis of consolidation

The consolidated profit and loss account and balance sheet include the financial statements of the company and its subsidiary undertakings made up to 31 March 2014. The results of subsidiaries sold or acquired are included in the profit and loss account up to, or from the date control passes. Intra-group sales and profits are eliminated fully on consolidation.

#### 1.4 Turnover

Turnover represents the invoices, net of VAT, raised in the year which are adjusted for movements in the level of amounts recoverable on contracts.

Contracts are assessed on a contract by contract basis and reflected in the profit and loss account by recording turnover and related costs as contract activity progresses. Turnover is ascertained in a manner appropriate to the stage of completion of the contract and credit is taken for profit earned to date when the outcome of the contract can be assessed with reasonable certainty.

Turnover is only recognised in the financial statements when there is a contractual right to consideration.

#### 1.5 Goodwill

Acquired goodwill has been written off in the year of acquisition.

#### 1.6 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold improvements

- 5 and 6 years straight line

Equipment

- 5 years straight line

Computer equipment

- 2 to 3 years straight line

Fixtures and fittings

- 5 and 10 years straight line

Motor vehicles

- 5 years straight line

#### 1.7 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

#### 1.8 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

#### 1 Accounting policies

(continued)

2014

2013

#### 1.9 Amounts recoverable on contracts

Amounts recoverable on contracts, which are included in debtors, are stated at the net sales value of the work done after provision for contingencies and anticipated future losses on contracts, less amounts received as progress payments on account. Excess progress payments are included in creditors as payments on account.

#### 1.10 Pensions

The Group operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

#### 1.11 Deferred taxation

Deferred tax is provided in full on timing differences which result in an obligation at the balance sheet date to pay more tax, or right to pay less tax, at a future date, at rates expected to apply when they crystallise based on current tax rates and law. Timing differences arise from inclusion of items of income and expenditure in taxation computations in periods different from those in which they are included in the financial statements. Deferred tax assets are recognised to the extent that it is regarded as more likely than not they will be recovered. Deferred tax assets and liabilities are not discounted.

#### 1.12 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to profit and loss account.

#### 2 Turnover

The total turnover of the group for the year has been derived from its principal activity.

#### Segmental analysis by geographical area

The analysis by geographical area of the group's turnover is set out as below:

	2014	2013
	£	£
Geographical segment	٥	
UK	11,636,629	10,204,710
Rest of the world	587,521	137,688
	<u></u>	
	12,224,150	10,342,398
•		

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

3	Operating profit	2014 £	2013 £
	Operating profit is stated after charging:		
	Amortisation of intangible assets	36,035	-
	Depreciation of tangible assets	247,177	313,191
	Loss on disposal of tangible assets	-	5,627
	Loss on foreign exchange transactions Operating lease rentals	8,451	19,438
	- Plant and machinery	15,363	12,623
	- Other assets	589,434	513,994
	Fees payable to the group's auditor for the audit of the group's annual	,	,
	accounts (company £13,750; 2013: £13,240)	25,500	13,240
	and after crediting:		
	Profit on disposal of tangible assets	<del>-</del>	(3,605)
4	Interest payable	2014 £	2013 £
	·	_	-
	On bank loans and overdrafts	3,255	3,850
	Other interest	1,574	578
		4,829	4,428
	·		

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

Taxation	. •	2014 £	2013 £
Domestic current year tax		L	£
U.K. corporation tax		34,790	53,373
Adjustment for prior years		-	(128,827)
Total current tax		34,790	(75,454)
Deferred tax			
Deferred tax charge/(credit)		27,704	(10,960)
Adjustments resulting from changes in tax	rates	7,262	
		69,756	(86,414)
Factors affecting the tax charge for the	year		
Profit on ordinary activities before taxation		205,198	114,074
Profit on ordinary activities before taxation	multiplied by standard rate of		
UK corporation tax of 23.00% (2013 - 24.0		47,196	27,378
Effects of:			
Non-deductible expenses		18,580	8,508
Depreciation (less than)/in excess of capit	al allowances	(25,760)	22,739
Adjustments to previous periods		-	(128,827)
Other short term timing differences	·	(1,234)	(46)
Marginal relief		(3,992)	(5,206)
		(12,406)	(102,832)

### 6 Profit for the financial year

As permitted by section 408 Companies Act 2006, the holding company's profit and loss account has not been included in these financial statements. The profit for the financial year is made up as follows:

,	2014	2013
	. £	£
Holding company's profit for the financial year	99,125	198,690
	= <del>=</del> ===	·

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

7	Dividends	2014 £	2013 £
	Ordinary interim	20,300	60,900
8	Intangible fixed assets		
	Group	Goodwill £	
	Cost		
	At 1 April 2013	-	
	Additions	36,035	
	At 31 March 2014	36,035	
	Amortisation		
	At 1 April 2013	-	
	Charge for the year	36,035	
	At 31 March 2014	36,035	
	Net book value	<del></del>	
	At 31 March 2014		
•	At 31 March 2013	•	

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

#### Tangible fixed assets 9 Group Leasehold **Equipment** Computer Fixtures and Total equipment improvements fittings £ £ £ £ £ Cost At 1 April 2013 685,770 83,527 645,527 355,497 1,770,321 Additions 9,846 1,902 231,996 8,348 252,092 Exchange rate variance (8,643)1,712 (5,500)(12,431)Disposals (19,451)(22, 296)(160,612)(202,359)At 31 March 2014 718,623 667,522 63,133 358,345 1,807,623 Depreciation At 1 April 2013 585,360 58,207 400,286 303,471 1,347,324 On disposals (160,612)(202, 359)(19,451)(22, 296)3,917 253 Exchange rate variance (2,422)(1,242)247,177 Charge for the year 42,268 15,256 166,732 22,921 At 31 March 2014 605,755 51,167 410,323 325,150 1,392,395 Net book value At 31 March 2014 61,767 11,966 308,300 33,195 415,228 422,997 At 31 March 2013 100,410 25,320 245,241 52,026

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

9	Tangible fixed assets (continued)							
	Company		·					
		Leasehold improvements	Equipment	Computer equipment	Fixtures and fittings	Total		
		£	£	£	3	£		
	Cost							
	At 1 April 2013	652,171	83,527	619,883	332,222	1,687,803		
	Additions	2,927	1,902	197,923	5,704	208,456		
	Disposals	(19,451)	(22,296)	(160,612)	-	(202,359)		
	At 31 March 2014	635,647	63,133	657,194	337,926	1,693,900		
	Depreciation							
	At 1 April 2013	582,611	58,207	385,569	301,312	1,327,699		
	On disposals	(19,451)	(22,296)	(160,612)	-	(202,359)		
	Charge for the year	37,031	15,256	154,588	21,075	227,950		
	At 31 March 2014	600,191	51,167	379,545	322,387	1,353,290		
	Net book value							
	At 31 March 2014	35,456 	11,966	277,649	15,539	340,610		
	At 31 March 2013	69,560	25,320	234,314	30,910	360,104		

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

#### 10 Fixed asset investments

#### Company

Сотрапу	Shares in group undertakings
Cost At 1 April 2013 Additions	26,040
At 31 March 2014	26,040
Net book value At 31 March 2014	26,040 ————

In the opinion of the directors, the aggregate value of the company's investment in subsidiary undertakings is not less than the amount included in the balance sheet.

#### Holdings of more than 20%

The company holds more than 20% of the share capital of the following companies:

Company	Country of registration or incorporation	Shares held	
		Class	%
Subsidiary undertakings			
Llewelyn Davies Weeks Limited	England and Wales	Ordinary	100
Sidell Gibson Limited	England and Wales	Ordinary	100
Steyn & Viljoen Architects (Pty) Limited	South Africa	Ordinary	65

The principal activity of these undertakings for the last relevant financial year was as follows:

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	1111	LIL	aı	activ	VILV

Llewelyn Davies Weeks Limited	Architects
Sidell Gibson Limited	Architects
Steyn & Viljoen Architects (Pty) Limited	Architects

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

11	Debtors				
		Grou	р	Compa	any
		2014	2013	2014	2013
		£	3	£	£
	Trade debtors	3,525,037	2,096,331	2,762,794	2,086,767
	Amounts recoverable on contracts	755,989	448,216	553,621	366,311
	Amounts owed by group undertakings	-	-	583,903	58,649
	Corporation tax	4,755	81,739	-	75,783
	Other debtors	105,466	93,939	74,065	64,194
	Prepayments and accrued income	491,877	359,819	392,267	359,819
	Deferred tax asset (see note 13)	10,300	45,266	27,272	55,681
		4,893,424	3,125,310	4,393,922	3,067,204
		<del></del>	<del></del>		

#### 12 Creditors: amounts falling due within one year

	Grou	Group		Group Company		any	
	2014	2013	2014	2013			
	£	£	£	£			
Bank loans and overdrafts	233,608	62,890	232,753	62,890			
Payments received on account	729,603	341,085	623,694	285,517			
Trade creditors	924,666	1,244,434	823,979	1,241,497			
Corporation tax	39,061	-	26,025	-			
Taxes and social security costs	972,176	699,015	855,091	699,015			
Other creditors	72,155	42,468	15,196	20,650			
Accruals and deferred income	923,063	338,758	806,844	322,316			
Proposed dividend		20,300	<u>-</u>	20,300			
	3,894,332	2,748,950	3,383,582	2,652,185			

The company's bank overdraft is secured by a debenture including a fixed charge over all present freehold and leasehold property, a first fixed charge over book and other debts, chattels, goodwill and uncalled capital, both present and future, and a first floating charge over all assets and undertakings, both present and future.

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

#### 13 Provisions for liabilities

The deferred tax asset (included in debtors, note 11) is made up as follows:

follows:	·	•		
	Group		Company	
	2014		2014	
	£		£	
Balance at 1 April 2013	(45,266)		(55,681)	
Profit and loss account	34,966		28,409	
Balance at 31 March 2014	(10,300)		(27,272)	
			=======================================	
	Group	)	Compa	ny
	2014	2013	2014	2013
	£	£	£	£
Decelerated capital allowances	(10,300)	(44,560)	(27,272)	(54,975)
Other timing differences		(706)		(706)
	(10,300)	(45.266)	(27.272)	(55.681)

#### 14 Pension and other post-retirement benefit commitments

#### **Defined contribution**

The company operates a defined contribution pension scheme. The assets of the scheme 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 fund.

	2014	2013
	£	£
Contributions payable by the group for the year	18,449	13,121

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

15	Share capital	2014 £	2013 £
	Allotted, called up and fully paid 196,000 (2013 - 200,000) Ordinary shares of £1 each	196,000	200,000

During the year, the company repurchased 4,000 Ordinary shares of £1 each for a consideration of £26,000.

#### **Enterprise Management Incentive Scheme**

During the year ended 31 March 2013, the company set up an EMI scheme and granted 4,000 share options to a director with an exercise price of £2.35. The options granted had the following conditions attached:

The director must remain as an officer of the company to the date of exercise.

The options will lapse 10 years from issue.

Given that the exercise price is not materially different to the fair value of the shares, no charge to the profit and loss account has been recognised.

No options were exercised during the year ended 31 March 2014.

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

6	Statement of movements on profit and loss account Group		
		Other reserves (see below)	loss account
		£	£
	Balance at 1 April 2013	(6,082)	1,175,280
	Profit for the year	(0,002)	127,734
	Purchase of own shares	-	(26,000)
	Foreign currency translation differences	(7,188)	
	Dividends paid	-	(20,300)
	Movement during the year	4,000	-
	Balance at 31 March 2014	(9,270)	1,256,714
	Other areas	=======================================	=====
	Other reserves		
	Capital redemption reserve Capital redemption reserve increase	4,000	
	Capital redemption reserve increase		
	Balance at 31 March 2014	4,000	
		=	
	Other reserves		
	Balance at 1 April 2013	(6,082)	
	Currency translation reserve movement	(7,188)	
	Balance at 31 March 2014	(13,270)	
	Company		
		Other	Profit and
			loss account
		(see below)	
		£	£
	Balance at 1 April 2013	-	1,148,148
	Profit for the year		99,125
	Purchase of own shares	-	(26,000)
	Dividends paid	-	(20,300)
	Movement during the year	4,000	<u>-</u>
	Balance at 31 March 2014	4,000	1,200,973
		<del>2. 2. 2.</del>	<del></del>
	Other reserves		
	Capital redemption reserve		
	Capital redemption reserve increase	4,000	
	Balance at 31 March 2014	4,000	
	2-2	====	

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

17	Minority interests	2014 £	2013 £
	Minority interests' share of net assets and liabilities in subsidiary undertakings	22,319	14,611
18	Reconciliation of movements in shareholders' funds	2014	2013
	Group	£	£
	Profit for the financial year	127,734	199,859
	Dividends	(20,300)	(60,900)
		107,434	138,959
	Other recognised gains and losses	(7,188)	(6,082)
	Purchase of own shares	(26,000)	
	Net addition to shareholders' funds	74,246	132,877
	Opening shareholders' funds	1,369,198	1,236,321
	Closing shareholders' funds	1,443,444	1,369,198
		2014	2013
	Company	£	£
	Profit for the financial year	99,125	198,690
	Dividends	(20,300)	(60,900)
	Purchase of own shares	(26,000)	. <del>-</del>
	Net addition to shareholders' funds	52,825	137,790
	Opening shareholders' funds	1,348,148	1,210,358
	Closing shareholders' funds	1,400,973	1,348,148

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

#### 19 Financial commitments

At 31 March 2014 the group had annual commitments under non-cancellable operating leases as follows:

Land and buildings		Other	
2014	2013	2014	2013
£	£	£	£
	•		
134,693	8,381	12,840	12,840
331,522	244,682	29,624	-
80,000	116,500	-	<u>-</u>
546,215	369,563	42,464	12,840
	buildings 2014 £ 134,693 331,522 80,000	buildings 2014 2013 £ £  134,693 8,381 331,522 244,682 80,000 116,500	buildings 2014 2013 2014 £ £ £  134,693 8,381 12,840 331,522 244,682 29,624 80,000 116,500

At 31 March 2014 the company had annual commitments under non-cancellable operating leases as follows:

		Land and bu	Land and buildings		Other	
		2014	2013	2014	2013	
		£	£	£	£	
	Expiry date:					
	Within one year	8,381	8,381	12,840	12,840	
	Between two and five years	289,326	190,826	-	-	
	In over five years	80,000	116,500	-	<u>.</u>	
		377,707	315,707	12,840	12,840	
20	Directors' remuneration	·		2014	2013	
				£	£	
	Remuneration for qualifying services			893,657	672,181	
	ompany pension contributions to defined contribution schemes		\$	7,000	5,250	
				900,657	677,431	

The number of directors for whom retirement benefits are accruing under defined contribution schemes amounted to 1 (2013 - 1).

Remuneration disclosed above include the following amounts paid to the highest paid director:

Remuneration for qualifying services 190,000 121,025

# NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

#### 21 Employees

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#### **Number of employees**

The average monthly number of employees (including directors) during the year was:

year was.	2014 Number	2013 Number
Architectural and design staff	143	124
Administration staff	35	28
	178	152
Employment costs	2014	2013
	£	£
Wages and salaries	5,956,600	4,578,585
Social security costs	536,605	416,559
Other pension costs	18,449	13,121
	6,511,654	5,008,265

#### 22 Related party transactions

#### Company

The company has taken advantage of the exemption available in FRS 8 "Related party disclosures" whereby it has not disclosed transactions with any wholly owned subsidiary undertaking. Services in the amount of £531,986 (2013 - £434,690) were purchased from Steyn & Viljoen Architects (Pty) Limited, the company's 65% owned subsidiary undertaking. An amount of £92,833 (2013 - £58,649) was due from Steyn & Viljoen Architects (Pty) Limited at the year end.

### 23 Post Balance Sheet Events

#### Company

In April 2014, the company repurchased 24,000 Ordinary shares of £1 each for a total consideration of £276,000.