# PLUMBING PENSIONS (UK) ADMINISTRATION LIMITED 5TH APRIL 2001

Company No:- SCO55959

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## PLUMBING PENSIONS (UK) ADMINISTRATION LIMITED

## **ACCOUNTS**

## 5TH APRIL 2001

## INDEX

|  | Page |
|--|------|
| Directors & Officers                     | 1    |
| Report of the Directors                  | 2-3  |
| Statement of Directors' Responsibilities | 4    |
| Report of the Auditors                   | 5    |
| Statutory Accounts                       |      |
| Profit and loss account                  | 6    |
| Balance Sheet                            | 7    |
| Notes to the accounts                    | 8-11 |
| Additional Information                   | 12   |
| Detailed profit and loss account         | 13   |

#### **DIRECTORS AND OFFICERS**

#### **Directors**

#### on behalf of the Federation

J.B. Park

A.B. Whyte

J.A. Wishart - retired 28.06.00

G. Nicoll - appointed 28.06.00

#### on behalf of the Association

R C Chatfield

B.M. Rothwell - retired 28.06.00

R. Price

J Trowbridge – appointed 24.08.00

#### on behalf of the Union

K.J. Jackson

A. Pickering

D. Carrigan

G. Whitlow

#### **Secretary & Pensions Manager**

R.D. Burgon

#### **Auditors**

Deloitte & Touche 39 George Street Edinburgh EH2 2HZ

#### REPORT OF THE DIRECTORS

The Directors submit their report and the audited accounts for the year ended 5th April, 2001. This report has been prepared in accordance with the special provisions relating to small companies under Section 246 of the Companies Act 1985, and with the Financial Reporting Standard for Smaller Entities. (effective March, 2000).

#### PRINCIPAL ACTIVITY

The principal activity of the company is the administration and management of Pension Schemes on behalf of the Plumbing and Mechanical Services Industry.

#### **REVIEW OF THE BUSINESS**

A contribution equal to the operating loss net of interest received amounting to £1,178,210 was received from Plumbing and Mechanical Services (UK) Industry Pension Scheme.

#### **RESULTS AND DIVIDENDS**

The results for the year are set out on page 6. The Directors recommend that no dividend be paid.

#### **DIRECTORS**

The Directors who served during the year were as follows:

#### on behalf of the Federation

#### on behalf of the Association

J.B. Park A.B. Whyte J.A. Wishart - retired 28.06.00

G. Nicoll - appointed 28.06.00

R C Chatfield

B.M. Rothwell - retired 28.06.00

R. Price

J Trowbridge – appointed 24.08.00

#### on behalf of the Union

K.J. Jackson

A. Pickering

D. Carrigan

G. Whitlow

The Directors have no beneficial or family interest in the shares of the company.

#### **AUDITORS**

A resolution for the re-appointment of Deloitte & Touche as Auditors of the company is to be proposed at the forthcoming Annual General Meeting

Approved by the Board of Directors and signed on behalf of the Board.

Director

Director

Edinburgh, 21 June, 2001

#### STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company as at the end of the financial year and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to 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.

AUDITORS' REPORT TO THE MEMBERS OF PLUMBING PENSIONS (UK) ADMINISTRATION LIMITED

We have audited the financial statements on pages 6 to 11 which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective March, 2000) and under the accounting policies set out on page 8.

#### Respective responsibilities of directors and auditors

As described on page 4 the company's directors are responsible for the preparation of financial statements which are required to be prepared in accordance with applicable United Kingdom law and accounting standards. 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 United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and 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 5th April, 2001 and of its results for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985, applicable to small companies.

Deloitte & Touche

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Chartered Accountants and Registered Auditors

39 George Street

Edinburgh

EH2 2HZ

21 June, 2001

## PROFIT AND LOSS ACCOUNT

for the year ended 5th April, 2001

|   | Note    | 2001<br>Continuing<br>Operations<br>£ | 2000<br>Continuing<br>Operations<br>£ |
|---|---------|---------------------------------------|---------------------------------------|
| TURNOVER<br>Administration fees             | 2       | 106,627                               | 38,720                                |
| Administration Expenses                     |         | (1,286,456)                           | (1,260,963)                           |
| OPERATING LOSS                              | 3       | (1,179,829)                           | (1,222,243)                           |
| Interest receivable<br>Other income         | 4       | 1,619<br><u>1,178,210</u>             | 1,305<br><u>1,220,938</u>             |
| PROFIT ON ORDINARY ACTIV<br>BEFORE TAXATION | TITIES  | -                                     | -                                     |
| Tax on profit on ordinary activities        | 5       |                                       |                                       |
| PROFIT FOR THE FINANCIAL                    | YEAR    | -                                     | -                                     |
| RETAINED PROFIT BROUGHT FORWARD             |         | <u>88,218</u>                         | <u>88,218</u>                         |
| RETAINED PROFIT CARRIED                     | FORWARD | 88,218<br>======                      | 88,218<br>======                      |

There are no recognised gains and losses for the current financial year and preceding financial year other than as stated in the profit and loss account.

| PLUMBING PENSIONS (UK) ADMINISTRATION LIMITED                      |        |                              |                      | Page 7                                     |                      |
|--|--------|------------------------------|----------------------|--|----------------------|
| BALANCE SHEET  |        |                              |                      |  |                      |
| 5th April, 2001  | Note   | £                            | 2001<br>£            | £  | 2000<br>£            |
| FIXED ASSETS Tangible Assets                                       | 6      | ~                            | ~<br>56,418          | ~  | ~<br>70,514          |
| CURRENT ASSETS   |        |                              |                      |  |                      |
| Debtors<br>Cash at bank & in hand                                  | 8      | 331,177<br>39,482<br>370,659 |                      | 310,847<br><u>81,350</u><br><u>392,197</u> |                      |
| CREDITORS - amounts for<br>due within one year<br>Sundry creditors | alling | 338,759<br>338,759           |                      | 374,393<br>374,393                         |                      |
| NET CURRENT ASSETS   | 3      |                              | 31,900               |  | <u>17,804</u>        |
| TOTAL ASSETS LESS C<br>LIABILITIES                                 | URRE   | NT                           | 88,318<br>=====      |  | 88,318<br>====       |
| CAPITAL AND RESERVI  | ES     |                              |                      |  |                      |
| Called up share capital<br>Profit and loss account                 | 9      |                              | 100<br><u>88,218</u> |  | 100<br><u>88,218</u> |
| EQUITY SHAREHOLDE  | RS' FU | NDS                          | 88,318<br>=====      |  | 88,318<br>=====      |

These financial statements were approved by the Board of Directors.

This report has been prepared in accordance with the special provisions relating to small companies under Section 246 of the Companies Act 1985, and with the Financial Reporting Standard for Smaller Entities (effective March, 2000).

Signed on behalf of the Board of Directors on

Director

Director

21 June, 2001

Edinburgh

5th April, 2001

#### 1. ACCOUNTING POLICIES

The particular accounting policies adopted are described below.

#### (a) Convention

The financial statements have been prepared in accordance with the historical cost convention.

#### (b) Tangible Fixed Assets and Depreciation

Depreciation is provided on a straight line basis at the following rates:-

| Computer          | 25% per annum |
|-------------------|---------------|
| Computer programs | 10% per annum |
| Office equipment  | 25% per annum |

#### (c) Income and Expenditure

Administration expenditure is dealt with on an accruals basis.

#### 2 TURNOVER

Turnover represents reinstatement fees, charged to insurance companies in respect of members reinstated to the Pension Scheme.

#### 3. OPERATING LOSS

Operating loss is arrived at after charging:

|                        | 2001   | 2000   |
|------------------------|--------|--------|
|                        | £      | £      |
| Depreciation           | 21,731 | 24,239 |
| Auditors' Remuneration | 1,705  | 1,655  |
|                        | ====   | =====  |

The Directors received no remuneration for their services to the company (2000 - £nil).

5<sup>th</sup> April, 2001

#### 4. OTHER INCOME

Other income includes £1,178,210 (2000: £1,220,938) in respect of the contribution received from the Plumbing and Mechanical Services (UK) Industry Pension Scheme a Scheme which is managed by Plumbing Pensions (UK) Administration Limited. The contribution is equal to the operating loss net of interest received.

At the financial year end £240,619 (2000: £227,409) was due from the Plumbing and Mechanical Services (UK) Industry Pension Scheme. This amount is included within debtors.

#### 5. TAX ON PROFIT ON ORDINARY ACTIVITIES

As the Company had no taxable income, no tax provision is necessary.

#### 6. TANGIBLE ASSETS

|                     | Computer Computer |          | Office    |         |
|---------------------|-------------------|----------|-----------|---------|
|                     |                   | Programs | Equipment | Total   |
| Cost or valuation   | £                 | £        | £         | £       |
| at 5th April 2000   | 61,687            | 165,635  | 58,504    | 285,826 |
| Additions           | 360               | 6,420    | 855       | 7,635   |
| at 5th April 2001   | 62,047            | 172,055  | 59,359_   | 293,461 |
| •                   |                   |          |           |         |
| Depreciation        |                   |          |           |         |
| at 5th April 2000   | 50,245            | 108,586  | 56,481    | 215,312 |
| Charge for the year | <u>5,790</u>      | 14,670   | 1,271     | 21,731  |
| at 5th April 2001   | <u>56,035</u>     | 123,256  | 57,752    | 237,043 |
| •                   |                   |          |           |         |
| Net Book Value      |                   |          |           |         |
| at 5th April 2001   | 6,012             | 48,799   | 1,607     | 56,418  |
|                     | ========          |          |           | ======= |
|                     |                   |          |           |         |
| at 5th April 2000   | 11,442            | 57,049   | 2,023     | 70,514  |
|                     |                   |          |           |         |

5th April, 2001

#### 7. RELATED PARTY TRANSACTIONS

Transactions and balances with the Plumbing and Mechanical Services (UK) Industry Pension Scheme, a pension scheme managed by the company, are disclosed in Note 4. SNIPEF Management own the 50 'A' ordinary shares and the Association of Plumbing and Heating Contractors own the 50 'B' ordinary shares. During the year recharges totalling £51,355 (2000: £48,751) were paid to SNIPEF Management Ltd. At the year end £2,811 (2000: £NIL) was due to SNIPEF Management Ltd.

| 8. | DEBTORS  | 2001<br>£               | 2000<br>£                       |
|----|--|-------------------------|---------------------------------|
|    | Due from Plumbing and Mechanical<br>Services (UK) Industry Pension<br>Scheme | 240,619                 | 227,409                         |
|    | VAT to be recovered from member  | ·                       |                                 |
|    | firms<br>Sundry Debtors  | 48,097<br><u>42,461</u> | 39,625<br>_43,813               |
|    | Oundry Debiols   | 331,177                 | 310,847                         |
|    |  | ======                  | ======                          |
| 9. | SHARE CAPITAL  |                         |                                 |
|    | Authorised   |                         |                                 |
|    | 50 'A' Shares of £1<br>50 'B' Shares of £1                                   | 50<br>                  | 50<br>_ <u>50</u><br>100<br>=== |
|    | Issued and Fully Paid  |                         |                                 |
|    | 50 'A' Shares of £1<br>50 'B' Shares of £1                                   | 50<br>50<br>100         | 50<br><u>50</u><br>100          |
|    |  | ====                    | ===                             |

5th April, 2001

#### 10 PENSION COSTS

Certain of the company's employees are members of the revalued career average pension scheme operated by Plumbing and Mechanical Services (UK) Industry Pension Scheme.

The pension cost charged to the Profit and Loss Account represents the amount of contributions payable in the period, which amounted to £28,173 (2000 - £27,564).

## PLUMBING PENSIONS (UK) ADMINISTRATION LIMITED

Page 12

#### ADDITIONAL INFORMATION

The additional information on page 13 is prepared from the accounting records of the company. It should be read in conjunction with the statutory financial statements set out on pages 6 to 11 and the auditors' report thereon.

## DETAILED PROFIT AND LOSS ACCOUNT

| or the year ended 5th April, 2  | 2001<br>£                 | 2001<br>£ | £   | 2000<br>£                       | £ | £   |
|---|---------------------------|-----------|---|---------------------------------|---|---|
| URNOVER   |                           |           | 106,627   |                                 |   | <u>38,720</u>   |
| ADMINISTRATION EXPENS<br>Salaries & Superannuation  | ES                        |           | 280,260   |                                 |   | <u>30,720</u><br>273,491  |
| ravelling & Meeting Expenses Printing & Stationery Rates & Insurance Heat, Light & Cleaning Repairs & Maintenance Promotional Campaign Felephone Posts & Sundries Computer Services                             |                           |           | 17,095<br>28,837<br>16,372<br>8,229<br>4,507<br>10,684<br>5,322<br>31,840   |                                 |   | 23,104<br>33,843<br>15,918<br>7,420<br>1,567<br>9,486<br>5,480<br>28,730                            |
| Consultancy<br>Software hire &<br>maintenance<br>Stationery   | 51,648<br>347             |           | 51,995  | 42,115<br>575                   |   | 42,690  |
| Depreciation<br>Domputer Equipment<br>Domputer Programs<br>Office Equipment   | 5,790<br>14,670<br>_1,271 |           | 21,731  | 5,758<br>16,544<br><u>1,937</u> |   | 24,239  |
| taff Recruitment irectors' Training rofessional fees erformance Measurement of the extrement Consultancy vestment Accountancy feed additions Fees onsulting Actuary ervice charge AT on contribution not ceived |                           |           | 6,300<br>1,400<br>908<br>16,179<br>32,650<br>586,581<br>1,705<br>125,818<br>29,600<br><u>8,443</u><br>(1,286,456) |                                 |   | -<br>436<br>12,945<br>73,810<br>561,844<br>1,655<br>86,972<br>49,950<br><u>7,383</u><br>(1,260,963) |
| PERATING LOSS   |                           |           | (1,179,829)   |                                 |   | (1,222,243)   |
|   |                           |           | **=**=**  |                                 |   | ========  |