# AITKEN & HOWARD LIMITED REPORT AND ABBREVIATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2004

**COMPANY NO: SC 64223** 

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### INDEPENDENT AUDITORS' REPORT TO THE DIRECTORS OF

# AITKEN & HOWARD LIMITED

#### **UNDER SECTION 247B OF THE COMPANIES ACT 1985**

We have examined the Abbreviated Financial Statements on pages 2 to 5 together with the Financial Statements of the Company for the year ended 31st March 2004 prepared under Section 226 of the Companies Act 1985.

# Respective Responsibilities of Directors and Auditors

The Directors are responsible for the preparing the Abbreviated Financial Statements in accordance with Section 246 of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the Company is entitled to deliver Abbreviated Financial Statements prepared in accordance with Sections 246(5) and (6) of the Act to the Registrar of Companies and whether the Accounts to be delivered are properly prepared in accordance with those provisions and to report our opinion to you.

## **Basis of Opinion**

We have carried out the procedures we considered necessary to confirm, by reference to the Financial Statements, that the Company is entitled to deliver Abbreviated Financial Statements and that the Abbreviated Financial Statements to be delivered are properly prepared. The scope of our work for the purposes of this Report does not include examining or dealing with events after the date of our Report on the full Financial Statements.

### **Opinion**

In our opinion the Company is entitled to deliver Abbreviated Financial Statements prepared in accordance with Sections 246(5) and (6) of the Companies Act 1985 and the Abbreviated Financial Statements on pages 2 to 5 are properly prepared in accordance with these provisions.

ALEXANDER SLOAN, C.A.

Registered Auditors

GLASGOW, 23rd July 2004

# AITKEN & HOWARD LIMITED

# ABBREVIATED BALANCE SHEET

# AS AT 31st MARCH 2004

ETTERN A CORPEC	Notes	<b>2004</b> £	2003 £
FIXED ASSETS Tangible Assets Investments	2 3	10,820 4,512	5,657 4,512
		15,332	10,169
CURRENT ASSETS Stocks			1,378,572
Debtors		382,706	537,686
Cash on Hand		1,518	2,388
		1,919,101	1,918,646
CREDITORS Amounts falling due within one year	4	707,898	746,581
NET CURRENT ASSETS		1,211,203	1,172,065
NET ASSETS		<u>1,226,535</u>	1,182,234
CAPITAL AND RESERVES Called up Share Capital Profit and Loss Account	5	1,000 1,225,535	1,000 1,181,234
TOTAL SHAREHOLDERS' FUNDS		1,226,535	1,182,234

The Abbreviated Financial Statements, which have been prepared in accordance with the special provisions of Part VIII of the Companies Act 1985 relating to small companies, were approved by the Board of Directors on 23<sup>rd</sup> July 2004 and are signed on its behalf by:-

A.C.W. AITKEN

Director

### NOTES TO THE ABBREVIATED FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31st MARCH 2004

# 1. ACCOUNTING POLICIES

# (a) Accounting Convention

The Financial Statements have been prepared under the historical cost convention in accordance with applicable accounting standards. The results for the current and previous year have arisen wholly from continuing activities. The Company has not prepared Group Accounts for itself and its Subsidiary as allowed by Section 228(1) of the Companies Act 1985.

#### (b) Turnover

Turnover represents the invoice value of goods supplied during the year excluding Value Added Tax.

# (c) Depreciation

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost of each asset evenly over its expected useful life, as follows:-

Motor Vehicles - over 4 years Office Equipment - over 5 years

#### (d) Stocks

Stocks have been valued at the lower of cost and net realisable value.

### (e) Foreign Currency Transactions

Transactions in foreign currency are converted to sterling at the rate of exchange ruling when they originate or at a contracted forward rate where applicable. Monetary assets and liabilities in foreign currency are converted at the rate ruling at the Balance Sheet date or at a contracted forward rate where applicable. The resultant exchange differences are dealt with in the Profit and Loss Account.

2.	TANGIBLE FIXED ASSETS	Total
	Cost	£
		23,344
	At 1st April 2003 Additions	12,759
	Disposals	(3,568)
	As at 31st March 2004	32,535
	Depreciation	
	At 1st April 2003	17,687
	Charge for year	7,596
	On Disposals	(3,568)
		<del></del>
	As at 31st March 2004	<u>21,715</u>
	Net Book Value	
	At 31st March 2004	<u>10,820</u>
	At 31st March 2003	<u>5,657</u>

# NOTES TO THE ABBREVIATED FINANCIAL STATEMENTS (Contd.)

### FOR THE YEAR ENDED 31st MARCH 2004

3.	INVESTMENTS	Subsidiary Undertaking £
	Cost As at 1st April 2003 and 31st March 2004	<u>4,512</u>

SUBSIDIARY UNDERTAKINGS

Proportion of Ordinary Shares Held Name of Undertaking **Nature of Business** 100% Aitken & Howard (Demerara) Ltd. Non-Trading

The Capital and Reserves and profits were as follows:-

		Capital & Reserves	Profit/(Loss) for year	
	Aitken & Howard (Demerara) Ltd.	£4,516	£Nil	
4.	CREDITORS - Amounts falling due with	hin one year:-	<b>2004</b> £	<b>2003</b> £
	Trade Creditors		86,552	100,180
	Bank Overdraft (secured by Bond and Flo	oating Charge)	468,790	275,999
	Corporation Tax	<b>3</b>	27,075	50,923
	Other Taxation and Social Security		2,930	79,277
	Accruals		14,781	12,878
	Amounts owed to Parent Undertaking		103,538	173,092
	Proposed Dividend		-	50,000
	Amounts owed to Subsidiary Undertaking	g	4,232	4,232
			707,898	746,581

The bank overdraft is also secured by Inter Company Cross Guarantees.

#### 5. SHARE CAPITAL

Authorised, Issued and Fully Paid 1,000 Ordinary Shares of £1 each <u>1,000</u> 1,000

#### **ULTIMATE HOLDING COMPANY** 6.

The Ultimate Holding Company is Gilmour & Aitken Limited, a company incorporated in Scotland.

# AITKEN & HOWARD LIMITED

# NOTES TO THE ABBREVIATED FINANCIAL STATEMENTS (Contd.)

# FOR THE YEAR ENDED 31st MARCH 2004

# 7. RELATED PARTY TRANSACTIONS

During the year the Company purchased goods and services to a value of £674,245 from Gilmour & Aitken Ltd. and sold goods to a value of £86,340 to Gilmour & Aitken Limited. The balance owing to Gilmour & Aitken Ltd. at 31st March 2004 was £103,538.