

Company Registration No. SC382849 (Scotland)

**ALEXANDER SCOTT DESIGN LTD**  
**DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2013**

# ALEXANDER SCOTT DESIGN LTD

## COMPANY INFORMATION

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<b>Directors</b>	David Scott Lesley Scott
<b>Company number</b>	SC382849
<b>Registered office</b>	4 Albert Place PERTH PH2 8JE
<b>Accountants</b>	Finlaysons 4 Albert Place PERTH PH2 8JE
<b>Business address</b>	Halton House 11 Tullylumb Terrace PERTH PH1 1BA
<b>Bankers</b>	Airdrie Savings Bank 56 Stirling Street AIRDRIE ML6 0AW

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# ALEXANDER SCOTT DESIGN LTD

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# ALEXANDER SCOTT DESIGN LTD

## DIRECTORS' REPORT

FOR THE YEAR ENDED 31 JULY 2013

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The directors present their report and financial statements for the year ended 31 July 2013.

### Principal activities

The principal activity of the company is the provision of structural and civil engineering design, information and advice.

### Directors

The following directors have held office since 1 August 2012:

David Scott  
Lesley Scott

### 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 profit or loss of the company 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;
- 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.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

On behalf of the board

Lesley Scott  
**Director**  
5 March 2014

## **ALEXANDER SCOTT DESIGN LTD**

### **ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF ALEXANDER SCOTT DESIGN LTD FOR THE YEAR ENDED 31 JULY 2013**

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In accordance with our terms of engagement and in order to assist you to fulfil your duties under the Companies Act 2006, we have prepared, without formal audit, the financial statements of Alexander Scott Design Ltd for the year ended 31 July 2013 set out on pages 3 to 9 from the company's accounting records and information and explanations you have given us.

We have carried out this engagement in accordance with technical guidance issued by The Institute of Chartered Accountants of Scotland and have complied with the ethical guidance laid down by The Institute relating to members undertaking the preparation of financial statements which are detailed at <http://www.icas.org.uk/accountspreparationguidance>.

This report is made to the board of directors of Alexander Scott Design Ltd, as a body, in accordance with the terms of our engagement. Our work has been undertaken to enable us to prepare the financial statements on your behalf and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Alexander Scott Design Ltd and its board of directors as a body, for our work or for this report.

It is your duty to ensure that Alexander Scott Design Ltd has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Alexander Scott Design Ltd. You consider that Alexander Scott Design Ltd is exempt from the statutory audit requirement for the year.

**Finlaysons**  
**Chartered Accountants**

5 March 2014

4 Albert Place  
PERTH  
PH2 8JE

# ALEXANDER SCOTT DESIGN LTD

## PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 JULY 2013

		2013	2012
	Notes	£	£
<b>Turnover</b>		165,268	159,826
Cost of sales		<u>(6,521)</u>	<u>(3,485)</u>
<b>Gross profit</b>		158,747	156,341
Administrative expenses		<u>(68,777)</u>	<u>(54,069)</u>
<b>Operating profit</b>	<b>2</b>	89,970	102,272
Interest payable and similar charges		<u>(44)</u>	<u>-</u>
<b>Profit on ordinary activities before taxation</b>		89,926	102,272
Tax on profit on ordinary activities	<b>3</b>	<u>(18,041)</u>	<u>(20,109)</u>
<b>Profit for the year</b>	<b>10</b>	<u><u>71,885</u></u>	<u><u>82,163</u></u>

# ALEXANDER SCOTT DESIGN LTD

## BALANCE SHEET

AS AT 31 JULY 2013

	Notes	2013		2012	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	5		2,791		3,283
Investments	6		<u>28,846</u>		<u>28,846</u>
			31,637		32,129
<b>Current assets</b>					
Stocks		2,000		2,000	
Debtors	7	24,101		27,596	
Cash at bank and in hand		<u>12,278</u>		<u>16,857</u>	
			38,379		46,453
<b>Creditors: amounts falling due within one year</b>	8	<u>(47,822)</u>		<u>(49,619)</u>	
<b>Net current liabilities</b>			<u>(9,443)</u>		<u>(3,166)</u>
<b>Total assets less current liabilities</b>			<u><u>22,194</u></u>		<u><u>28,963</u></u>
<b>Capital and reserves</b>					
Called up share capital	9		4		4
Profit and loss account	10		<u>22,190</u>		<u>28,959</u>
<b>Shareholders' funds</b>			<u><u>22,194</u></u>		<u><u>28,963</u></u>

For the financial year ended 31 July 2013 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

Approved by the Board for issue on 5 March 2014

David Scott

**Director**

**Company Registration No. SC382849**

# ALEXANDER SCOTT DESIGN LTD

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2013

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### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

#### 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 Turnover

Turnover represents amounts receivable for services net of VAT.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets 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:

Fixtures, fittings & equipment    15% per annum reducing balance

#### 1.5 Investments

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

### 2 Operating profit

	2013	2012
	£	£
Operating profit is stated after charging:		
Depreciation of tangible assets	492	579
Directors' remuneration	15,920	13,680
	<u>15,920</u>	<u>13,680</u>

### 3 Taxation

	2013	2012
	£	£
<b>Domestic current year tax</b>		
U.K. corporation tax	18,041	20,109
	<u>18,041</u>	<u>20,109</u>
<b>Total current tax</b>	<u>18,041</u>	<u>20,109</u>

### 4 Dividends

	2013	2012
	£	£
Ordinary A interim paid	66,625	63,010
Ordinary B interim paid	7,380	2,540
Ordinary C interim paid	4,649	1,160
	<u>78,654</u>	<u>66,710</u>



# ALEXANDER SCOTT DESIGN LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2013

<b>5</b>	<b>Tangible fixed assets</b>		
			<b>Plant and machinery etc</b>
			<b>£</b>
	<b>Cost</b>		
	At 1 August 2012 & at 31 July 2013		4,267
	<b>Depreciation</b>		
	At 1 August 2012		984
	Charge for the year		492
	At 31 July 2013		1,476
	<b>Net book value</b>		
	At 31 July 2013		2,791
	At 31 July 2012		3,283
<b>6</b>	<b>Fixed asset investments</b>		
			<b>Unlisted investments</b>
			<b>£</b>
	<b>Cost</b>		
	At 1 August 2012 & at 31 July 2013		28,846
	<b>Net book value</b>		
	At 31 July 2013		28,846
	At 31 July 2012		28,846
<b>7</b>	<b>Debtors</b>	<b>2013</b>	<b>2012</b>
		<b>£</b>	<b>£</b>
	Trade debtors	16,951	20,182
	Other debtors	7,150	7,414
		24,101	27,596

# ALEXANDER SCOTT DESIGN LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2013

8	Creditors: amounts falling due within one year	2013	2012
		£	£
	Trade creditors	2,375	3,630
	Taxation and social security	32,254	33,124
	Other creditors	13,193	12,865
		<u>47,822</u>	<u>49,619</u>

9	Share capital	2013	2012
		£	£
	<b>Allotted, called up and fully paid</b>		
	2 Ordinary A Shares of £1 each	2	2
	1 Ordinary B Share of £1 each	1	1
	1 Ordinary C Share of £1 each	1	1
		<u>4</u>	<u>4</u>

### 10 Statement of movements on profit and loss account

	Profit and loss account
	£
Balance at 1 August 2012	28,959
Profit for the year	71,885
Dividends paid	<u>(78,654)</u>
Balance at 31 July 2013	<u>22,190</u>

### 11 Financial commitments

At 31 July 2013 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 July 2014:

	2013	2012
	£	£
Operating leases which expire:		
Within one year	<u>7,800</u>	<u>7,800</u>

## ALEXANDER SCOTT DESIGN LTD

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 JULY 2013

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#### 12 Control

The company is controlled by David and Lesley Scott who own 100% of the voting share capital.

#### 13 Related party relationships and transactions

##### Advances and credits from directors

Advances and credits granted by the directors during the year are outlined in the table below:

	% Rate	Opening Balance £	Amounts Advanced £	Interest Charged £	Amounts Repaid £	Closing Balance £
Loan account	-	5,632	-	-	-	5,632
		<u>5,632</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,632</u>

The loan is included under Other creditors and is interest free and repayable on demand.

**ALEXANDER SCOTT DESIGN LTD**  
**MANAGEMENT INFORMATION**  
**FOR THE YEAR ENDED 31 JULY 2013**

# ALEXANDER SCOTT DESIGN LTD

## DETAILED TRADING AND PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 JULY 2013

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		2013		2012
	£	£	£	£
<b>Turnover</b>				
Fees		165,268		159,826
<b>Cost of sales</b>				
Opening stock of work in progress	2,000		-	
Outlays	6,521		3,485	
	<u>8,521</u>		<u>3,485</u>	
Closing stock of work in progress	(2,000)		-	
	<u>(2,000)</u>		<u>-</u>	
		<u>(6,521)</u>		<u>(3,485)</u>
<b>Gross profit</b>	96.05%	158,747	97.82%	156,341
<b>Administrative expenses</b>		<u>(68,777)</u>		<u>(54,069)</u>
<b>Operating profit</b>		89,970		102,272
<b>Interest payable</b>				
Interest on overdue taxation		<u>(44)</u>		<u>-</u>
<b>Profit before taxation</b>		<u><u>89,926</u></u>		<u><u>102,272</u></u>

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# ALEXANDER SCOTT DESIGN LTD

## SCHEDULE OF ADMINISTRATIVE EXPENSES

FOR THE YEAR ENDED 31 JULY 2013

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	2013	2012
	£	£
<b>Administrative expenses</b>		
Wages and salaries	15,380	6,840
Directors' remuneration	15,920	13,680
Rent re operating leases	8,635	8,928
Insurance	5,878	5,687
Repairs and maintenance	881	588
Library	1,147	919
Printing, postage and stationery	2,177	1,301
Telephone	1,122	893
Computer running costs	4,631	3,740
Motor running expenses	3,795	4,225
Travelling expenses	569	708
Seminars & courses	838	535
Consultancy fees	1,926	1,493
Accountancy	2,944	2,200
Bank charges	141	181
Credit card charges	38	242
Sundry expenses	282	50
Subscriptions	1,981	1,280
Depreciation	492	579
	<hr/>	<hr/>
	<u>68,777</u>	<u>54,069</u>

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