



~~Delete as appropriate. The market value of land and buildings shown in the Balance Sheet at a written down value of 1967, Sect. 16(1)(a) £ . . . . ., is considered by your Directors [has been ascertained by professional valuation]~~

~~This information to be given if the book value and market value are substantially different. If they are not substantially different the information need not be given. Indicate whether this asset could be disposed of without affecting the company's business.~~

~~to be £ . . . . .~~

State reasons for making the issue.

In view of

the following issues of shares [and debentures] have been made during the financial year.

Give number or amount of shares and debentures, the class thereof and the consideration received.

1967, Sect. 16(1)(b)

1967, Sections 16(1)(c) and (3)

The following contracts have been made between your Company and

Give details of contracts subsisting at the end of the year, or which have subsisted at any time during the year, and which are of significance in relation to the company's business and in which a director's interest is or was material. Does not apply to director's service contracts or where the director's only interest is by virtue of being a director of a company with which a contract has been made. Give names of directors and other parties to contract(s), nature thereof and nature of directors' interests.

1967, Sect. 16(1)(d) (If the arrangement has subsisted at any time during the financial year, the same details should be given in the past tense, giving the result of the arrangement.)

The Company has entered into an arrangement with . . . . ., a Director of the Company, under which he has the right to acquire . . . . . shares [debentures] in the Company (†) at a price of . . . . . in the event of . . . . .

Explain the arrangement e.g. if takeover exceeds a certain figure. (†) or in any other body corporate.

The effect of the arrangement is that the said Director would acquire the shares [debentures] at approximately . . . . .% below the price which in the opinion of your Directors is the current market price.

1967, Sch. 2.11(2) State number, description and amount of shares under option, share price and period during which exercisable.

The following options to acquire unissued shares in your Company were also available at the end of the financial year.

~~The options at the end of the preceding financial year were as follows:~~

*Notes as appended* The Directors of the Company have the following interests, including family interests, in the shares and debentures of your Company:

1957, Sections 161(e) and (4)

Give names of directors and number of shares or debentures in which each director is interested according to the Register of Directors' Interests.

	At the date of the appended Balance Sheet	At the date of the last Balance Sheet or at the date of first becoming a director, if later
GEORGE MITCHELL SMITH	14250	14250
BETTY SMITH	500	500
FRED CHAPMAN	NIL	NIL
BARRY MITCHELL SMITH	NIL	NIL
ALAN DONALD BOWER	NIL	NIL
JOHN KEITH WATSON	NIL	NIL

1967, Section 17 and Sch. 2.13(A) An analysis of turnover and of the profitability thereof appears in the appended Profit and Loss Account.  
If in excess of £250,000. The analysis should strictly be given in this report.

1967, Section 20 The value of goods exported from the United Kingdom, included in the total turnover was £.....  
[Turnover did not include any exports from the United Kingdom.]

1967, Section 18 The average weekly number of employees of the Company [excluding those working wholly or mainly outside the United Kingdom] was....., and the aggregate gross remuneration in respect of employees was £.....  
If 100 or more on average throughout the financial year. The formula for calculating the average and the remuneration is contained in the Section.

1967, Section 19 During the period covered by the appended Profit and Loss Account your Company made charitable contributions totalling £..... and political contributions totalling £.....  
Political contributions [did not exceed £50 to any one person or party] were as follows:

As regards political contributions if more than £50 given to any one person or party the amount, person or party must be stated.

1948, Sect. 157(1) The state of the Company's affairs at the date of the Balance Sheet was satisfactory.

Or give such further information as may be necessary. In particular if not satisfactory give details.

1948, Sect. 157(1) Profits subject to taxation were £..... of which taxation is expected to take £.....  
Your Directors recommend a final dividend on the Ordinary Shares of.....%, making.....

for the year.  
It is further proposed to transfer £..... to reserve.  
Full details of the proposed disposal of the profits are shown in the Appropriation Account, leaving a balance to add to the undistributed profits to carry forward of £1,229,95....., making the total of such undistributed profits £2,025,92.....

The Directors Report must also contain particulars of any matter so far as not dealt with elsewhere herein, which is material for the appreciation of the state of the company's affairs by its members.  
1967, Sect. 16(1)(f)

Date 27th February 1961

Signed on behalf of the Board



Chairman.

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31st Dec 1968

1967, Section 17 and Sch. 2.13(A)  
Total and analysis need only be given if turnover is in excess of £250,000.

Corresponding figures from previous accounts

In directors' opinion, profit thereon subject only to taxation

Describe each class and give figures where two or more classes of business are carried on which differ substantially from each other.

The analysis of turnover only applies to financial years ended on or after July 27 1968.

Previous year's turnover need only be given where the previous financial year ends after 27th January 1968.

£ 702969 Turnover

£ 855873

702969

855873

All Revenue Debits less Credits in the Profit Balance not required to be specifically shown. These items could be shown on an appended sheet for information of directors and Inland Revenue etc.

4504900

Less Cost of turnover and expenditure not required to be separately stated .. ..

545128

Where turnover is not in excess of £250,000, omit above details and start here with words "Profit subject to the following".

248069

Leaving Profit, subject to the following, of..

310745

1967, Sch. 2.12(1)(ga)

1967, Sch. 2.12(1)(g) }

Any credits materially affecting results, profits due to exceptional circumstances, etc.

1967, Sch. 2.14(6)

6122

3000

257191

Add Net income from Rents of Land .. ..

Income from Quoted Investments .. ..

Income from Unquoted Investments .. ..

Profits, less losses on disposal of assets. 7550

GRAND TOTAL WRITTEN OFF. -

7550

7550

318295

Less (refer to notes as numbered)

Directors' emoluments, pensions, etc. (1) 42275

DIRECTORS' PENSION INSURANCE. 4919

Salaries of employees receiving more than £10,000 per annum .. .. (2) -

Depreciation .. .. (3) 117178

Plant-hire .. ..

Auditors' Remuneration .. .. 1000

DIRECTORS' PENSION FUND 3265

Loan interest .. .. (4) 24279

HIRE FLEET WRITTEN OFF. 1360

Loss on Investments 500

PROFESSIONAL SERVICES. 5247

42275

4919

117178

1000

3265

24279

1360

500

5247

1967, Sch. 2.12(1)(a) 71635

1967, Sch. 2.12(1)(gb)

If material. 6738

Including expenses. 3265

8433

1967, Sch. 2.12(b) 1439

-

Any Debits materially affecting results, losses due to exceptional circumstances, etc. -

1967, Sch. 2.14(6)

322814  
3647

71635

6738

3265

8433

1439

-

-

1274041

129750

BALANCE TO APPROPRIATION ACCOUNT ..

125200

122995

# Notes Accompanying Profit and Loss Account

for the year ended 31st October 1960

1948, Section 196  
1967, Sects. 6 and 7

\*Include expenses  
allowances charged  
to U.K. tax, benefits  
in kind and  
contributions to  
pension schemes.

1. DIRECTORS' EMOLUMENTS, PENSIONS, ETC., COMPRISE:

	This year £	Corresponding figures from previous account £
*Amounts for services as Directors .. .. .	42275	32284
*Amounts in respect of other offices .. .. .		
Payments of Directors' and Past Directors' Pensions .. .. .		
Payments to Directors or Past Directors for loss of office .. .. .		
Any adjustments arising from previous years .. .. .		
<b>Total per Profit and Loss Account .. .. .</b>	<b>42275</b>	<b>32284</b>
	This year	Previous account

These particulars are  
not required if the  
items marked (\*),  
excluding pension  
schemes contributions,  
do not exceed  
£15,000.

The number of  
Directors coming  
within each bracket is  
required, not the  
amounts paid to  
them.

And so on in  
multiples of £2,500.

THE PARTICULARS OF DIRECTORS' EMOLUMENTS SHOWN ABOVE ARE:

NUMBER of Directors whose emoluments, excluding Pension Scheme Contributions:

Were Nil or not in excess of £2,500 .. .. .	1	1
Exceeded £2,500 but not £5,000 .. .. .	1	1
Exceeded £5,000 but not £7,500 .. .. .	2	3
Exceeded £7,500 but not £10,000 .. .. .	2	1
Exceeded £10,000 but not £12,500 .. .. .	1	-

Chairman's emoluments were £12,000 (Previous account £10,000).

\*The emoluments of the highest paid Director(s) were £..... (Previous account £.....).

..... Directors have waived the right to receive emoluments of £..... The amount waived in the previous account was £..... in respect of..... Directors.

If more than one  
Chairman during year,  
the emoluments of  
each of them during  
his period as  
Chairman are to be  
shown.

\*Only if in excess of  
the Chairman or  
Chairmen.

\*Include in plural if  
two or more  
directors of equal  
amount.

1967, Section 8

In calculating the  
emoluments, include  
expenses allowances  
charged to UK Tax  
and benefits in kind.  
And so on in  
multiples of £2,500.

2. SALARIES OF EMPLOYEES RECEIVING MORE THAN £10,000 PER ANNUM, EXCLUDING PENSION SCHEME CONTRIBUTIONS:

	Number this year	Number in previous account
Emoluments between £10,000 and £12,500 .. .. .		
Emoluments between £12,500 and £15,000 .. .. .		

Give details and see  
1967, Sch. 2, 12(3 and  
4) and 14(2) for  
particulars required in  
other than  
straightforward cases  
and where no  
provision is made.

3. DEPRECIATION

BUILDINGS  
FLEET AND VEHICLES  
PUMPS, TANKS, GARAGE WORKS  
EQUIPMENT.

	This year £	Corresponding figures from Previous account £
	334	195
	114600	69418
	2244	2022
	11718	7135
	This year £	Corresponding figures from previous account £

1967, Sch. 2.12(b)

Five years starts on  
day following the  
last day of this  
financial year.

4. LOAN INTEREST

(a) On Bank Loans, Overdrafts, and Loans maturing within 5 years:

Bank Overdrafts and Loans .. .. .	5557	1825
Mortgage Interest .. .. .		
Others .. .. .	18722	6608
	24279	8433

(b) On other Loans:

Debentures .. .. .		
Others .. .. .		

(c) TOTAL per Profit and Loss Account .. .. .

	24279	8433
--	-------	------

The totals of  
(a) + (b).

APPROPRIATION ACCOUNT FOR THE YEAR ENDED ~~31 October~~ 1960

Corresponding figures  
from previous  
account

	£	£	£	£	£
		129750	Brought forward from Profit and Loss Account		122995
			Less (refer to notes as numbered)		
1967, Sch. 2.12(1)(e)			TAXATION-based-on-current Profits (5)		
			AMOUNTS-SET-ASIDE-FOR:		
Transfers to and from reserves to be shown if material.			Replacement-of-Fixed Assets .. ..		
1967, Sch. 2.12(1)(e)			General-Reserve ..		
			Redemption-of ..		
1967, Sch. 2.12(1)(d)					
			PROVISIONS-FOR:		
Other than depreciation, renewals or diminution in value of assets, e.g. show here transfers to accumulated fund to meet Plant repairs.					
1967, Sch. 2.12(1)(f)					
			GROSS-DIVIDENDS (6)		
1967, Sch. 2.12(1)(h)					
		129750			122995
		129750	BALANCE OF UNAPPROPRIATED PROFIT FOR THE YEAR .. .. .		122995
Amend suitably in cases of losses.		45847	Balance brought forward from previous years	175597	
1967, Sch. 2.12A			Less/Add-Adjustments-relating-to-previous years (7)		
		175597			175597
		175597	Balance carried forward to next year ..		298592

**Notes Accompanying Appropriation Account**

for the.....ended.....19.....  
This year      Previous account  
£                      £

1967,  
Sch. 2.12(1)(c)

**5. TAXATION BASED ON CURRENT PROFITS COMPRISES:**

United Kingdom Corporation Tax at .....% for the period  
 ..... to .....  
 United Kingdom Corporation Tax at .....% for the period  
 ..... to .....  
 United Kingdom Income Tax deducted from dividends received . .

Details of any foreign  
tax and Double  
Taxation Relief are  
also to be given.

Any special  
circumstances  
affecting liability for  
taxation for this or  
subsequent years to  
be shown.

1967 Sch. 2.14(3A)

Total per Appropriation Account .. .. .

--	--

Show amounts paid  
or proposed.

**6. DIVIDENDS COMPRISE:**

**7. ADJUSTMENTS RELATING TO PREVIOUS YEARS COMPRISE:**

Change in rate of Corporation Tax to .....% compared with  
 .....% on which the charge in the 19 ..... Accounts was based

# BALANCE SHEET AS AT

(Refer to Notes

Corresponding figures from Previous Balance Sheet

1967, Sch. 2.2, and 11

£		£
	<b>SHARE CAPITAL:</b>	
	<b>AUTHORISED</b>	
500	<del>500</del> % Cumulative/Redeemable/Preference Shares of <del>1</del> each	500
59500	<del>59500</del> Ordinary Shares of <del>1</del> each	59500
<u>60000</u>		<u>60000</u>
	<b>ISSUED</b>	
500	<del>500</del> % Cumulative/Redeemable/Preference Shares of <del>1</del> each	500
35000	<del>35000</del> Ordinary Shares of <del>1</del> each	35000
		<u>35500</u>

Give details of any dividends in arrear.  
1967, Sch. 2.11(3)

Give details of any interest paid on share capital which has been paid out of capital.  
1967, Sch. 2.2(b)

Delete these notes as necessary.  
1967, Sch. 2.2(a)

1967, Sch. 2.11(2)

1967, Sch. 2.2(c)

1967, Sch. 2.(4 and 6)  
1967, Sch. 2.8(1d)

Do not include Bank Loans and Overdrafts here. Details given must include terms of repayment and rates of interest.  
1967, Sch. 2.8(4)

Distinguish in aggregate those loans repayable wholly or in part more than five years from date of Balance Sheet and those repayable within five years.

Give details of redeemed debentures which may be re-issued.  
1967, Sch. 2.2(d)

Give details of any debentures of the company held on its behalf by nominees or trustees.  
1967, Sch. 2.10

Where any liability is secured otherwise than by operation of law on any assets, the fact that the liability is so secured must be stated, but it is not necessary to specify the assets on which the liability is secured.

**Notes:**

The Company has power to [must] Redeem the Redeemable Preference Shares at a premium of \_\_\_\_\_ per share, not earlier than \_\_\_\_\_ nor no later than \_\_\_\_\_  
Details of options on unissued shares, and details of shares issued during the year appear in the Directors' Report.

SHARE PREMIUM \_\_\_\_\_ (8)

RESERVES AND UNAPPROPRIATED PROFIT (9)

DEBENTURES AND LOANS

DIRECTORS' LOAN ACCOUNT

DEFERRED LIABILITY - CORPORATION TAX (11)

175597

7128

218225

298592

3831

337923



as numbered)

	Corresponding figures from previous Balance sheet		Cost or valuation	Aggregate depreciation	
	£		£	£	£
1967, Sch. 2.4(3), 5(1 to 4), 11(6A to 6C)		<b>FIXED ASSETS; (12)</b>			
And also see marginal notes accompanying the Balance Sheet notes appearing hereafter.	3237	Freehold Land and Buildings..	7425	2900	4525
	150581	Leasehold Land and Buildings			
	20450	Plant and Machinery .. ..	1463673	209292	254381
	60813	Office Furniture and Equipment	29572	7128	22424
		Motor Vehicles .. ..	148323	59236	89087
	<u>235081</u>		<u>618993</u>	<u>278576</u>	<u>370417</u>
1967, Sch. 2.8(1)(b) Show so far as not written off.		Goodwill, Patents and Trade-Marks ..			
If held as a current asset, show under current assets.		Investments .. .. .. (13)			
If in the opinion of the directors the realisable value of any of the current assets is less than the value in the Balance Sheet this fact must be stated.		<b>CURRENT ASSETS;</b>			
1967, Sch. 2.11(7) *State manner of computation.	15571	*Stock .. .. .	21208		
1967, Sch. 2.11(8B) Certain loans to employees and officers must be stated, together with details of loans repaid during year by officers.	206440	*Work-in-Progress .. ..			
1967, Sch. 2.(8)(1)(c) 1948, Sect. 197(1)		Debtors and Prepayments ..	155933		
		Less Provision for Doubtful Debts			
	1900	Investment Grants Receivable	177141		
	638	INVESTMENTS	1400		
	<u>459630</u>	Cash and Bank Balances ..	1150		
					<u>179691</u>
					<u>550108</u>
1967, Sch. 2.8(1d)	19595	<b>Less CURRENT LIABILITIES:</b>			
Other than for Depreciation, etc. 1967 Sch. 2.27.1(a).	221810	Bank Loans and Overdrafts	20006		
		Creditors and Accruals.			
1967, Sch. 2.8(1e)		Provisions .. (10)	192179		
		Taxation .. (11)			
		Proposed Dividends, (Gross) (14)			
	<u>241405</u>				<u>212185</u>
	<u>218225</u>				<u>337923</u>
Assets which are neither fixed nor current assets. 1967, Sch. 2.4(2) include here Preliminary Expenses not written off, and the other items so far as not written off as specified in Sect. 2. 3, 1967 Act.		<b>OTHER ASSETS .. .. .</b>			
1948, Sects. 155 and 156					
Give basis on which foreign currencies have been converted into sterling.					
1967, Sch. 2.11(9)	<u>218225</u>				<u>337923</u>

*H. M. [Signature]*  
*[Signature]* } Directors



**Notes Accompanying and Forming Part of  
Balance Sheet as at 31st December 1962 (contd)**

1967, Sch. 2.5  
Give like details for  
other classes of fixed  
assets-

12. Distinguish freeholds  
and leaseholds, and  
with leaseholds  
distinguish between  
those with more than  
50 years to run and  
those with less than  
50 years to run.

1967, Sch. 2.11(6c)  
Regarding additions  
and disposals,  
See

1967, Sch. 2.11(6B)

Where replacement of  
assets is provided for  
by making provision  
for renewals, or  
charging the cost  
direct to revenue,  
this fact must be  
stated and the balance  
of the provision which  
is unused must also be  
stated.

1967, Sch. 2.5(4)

\*In the case of  
valuations state the  
amount and date of  
each separate  
valuation.

1967, Sch. 2.11(6A)

\*In the case of  
valuations during  
the period of these  
accounts, state the  
basis of valuation  
and the names or  
qualifications of the  
valuers.

1967, Sch. 2.11(6A)

1967, Sch. 2.8(1a),  
11(8) and 28

Distinguish between  
stock exchanges in  
Great Britain and  
abroad.  
If the market value  
has been taken as  
higher than the Stock  
Exchange value, show  
also the Stock  
Exchange value.

1967, Sch. 2.8(1)(a)  
and 5A

The directors' valuation need not be given if the value in the Balance Sheet has in fact been adjusted to this valuation.

1967, Sch. 2.5(1)(c)

If the directors' valuation is not given the information marked below must be given.

†For financial periods for which the said company issued accounts during the period of the accounts of the company holding the shares.

If the company in which the equity shareholding is sustained losses, the manner in which they have been dealt in these accounts must be stated.

	Freehold land and Buildings		Plant machinery	
	This year	Previous Balance Sheet	This year	Previous Balance Sheet
	£	£	£	£
Cost at beginning of year .. .. .	5803	5803	233383	221466
* Valuation at beginning of year .. .. .				
Additions at cost .. .. .	1622	-	190562	97151A
* Increase due to revaluation .. .. .				
	<u>7425</u>	<u>5803</u>	<u>423945</u>	<u>318620</u>
Less Disposals (at cost or valuation)	-	-	15772	29737
Cost or valuation per Balance Sheet ..	<u>7425</u>	<u>5803</u>	<u>408173</u>	<u>288883</u>

	Office furniture and equipment		Motor vehicles	
	This year	Previous Balance Sheet	This year	Previous Balance Sheet
	£	£	£	£
Cost at beginning of year .. .. .	25536	9110	9716A	48321
* Valuation at beginning of year .. .. .				
Additions at cost .. .. .	4505	16426	6147B	57081
* Increase due to revaluation .. .. .				
	<u>30041</u>	<u>25536</u>	<u>158632</u>	<u>105402</u>
Less Disposals (at cost or valuation) ..	469	-	10319	8238
Cost or valuation per Balance Sheet ..	<u>29572</u>	<u>25536</u>	<u>148313</u>	<u>97164</u>

**13. INVESTMENTS COMPRISE:**

THOSE QUOTED ON A STOCK EXCHANGE:  
Aggregate amount included in Balance Sheet .. .. .  
(The market value was £.....).  
(The market value at the date of the last Balance Sheet was £.....).  
THOSE NOT QUOTED ON A STOCK EXCHANGE:  
Aggregate amount included in Balance Sheet .. .. .  
(The value of these investments at the Balance Sheet date, in the opinion of the Directors was £.....; last year £.....).  
\* ..... Ordinary Shares of ..... each in ..... Limited, representing ..... % of the equity share capital of that Company.  
In the opinion of the Directors, the value of this holding at the Balance Sheet date was £.....; (last year £.....).  
Total per Balance Sheet .. .. .

	This year	Previous Balance Sheet
	£	£
Aggregate amount included in Balance Sheet		
Aggregate amount included in Balance Sheet		
Total per Balance Sheet		

\* Note:  
The income received from this investment during the year was £....., which has been credited in the Profit and Loss account. The proportion of the profits (+) of ..... Limited applicable to this Company was £....., giving £..... after provision for taxation. The accumulated share of profit applicable to this Company's holding since the holding was acquired is-£.....

**Notes Accompanying and Forming Part of  
Balance Sheet as at ..... 19..... (contd)**

1967, Sch. 2.8(1e) 14. PROPOSED-DIVIDENDS

Net amount payable to shareholders £	Tax to be accounted for to Inland Revenue £	Gross dividends £
---	--	----------------------

At .....% on ..... Ordinary Shares of ..... each

--	--	--

Corresponding particulars for last year were ..

--	--	--

Such other notes as are necessary in each particular case.

Contingent Liabilities.  
1967, Sch. 2.11(5)

Assets charged as security for other persons.

1967, Sch. 2.11(4)

Further Capital expenditure, both contracted for and authorised but not contracted for.

1967, Sch. 2.11(6)

*[Faint stamp: THE BANK OF ENGLAND & CO. Chartered Accountants]*

1967, Section 14

REPORT OF THE AUDITOR(S) TO THE MEMBERS OF ..... LIMITED.

Give details of any qualifications to this Report and re-word accordingly. If information or explanations have NOT been received or books NOT properly kept, or Profit and Loss Account and Balance Sheet NOT in accordance with books, this fact must be stated.

The same remarks apply to returns from branches not visited by the Auditors.

If these matters are in order, there is no need to comment.

*[Signature]* We have examined the annexed Balance Sheet and accompanying Profit and Loss Account.

In my/our opinion, the Balance Sheet and Profit and Loss Account have been properly prepared in accordance with the provisions of the Companies Acts, 1948 to 1967 and give a true and fair view in the case of the Balance Sheet of the state of affairs as at 31<sup>st</sup> October 1968 and in the case of the Profit and Loss Account of the trading result for the period from 1<sup>st</sup> November, 1979 to 31<sup>st</sup> October, 1980.

Dated: 27<sup>th</sup> February, 1981 ..... Auditors.

For filing purposes only.

The copy of the Accounts, etc. accompanying the Annual Return, must be certified by a Director and the Secretary to be a true copy of those laid before the Company in general meeting during the period to which the Annual Return relates.  
1948, Section 127.

We certify that the foregoing Directors' Report, Profit and Loss and Appropriation Accounts, Balance Sheet and Auditors Report, together with the accompanying notes which form a part thereof, are a true copy of those laid before the company in general meeting during the period to which the accompanying annual return relates.

Director *[Signature]* Secretary *[Signature]* Date 27<sup>th</sup> February 1981