

Report of the Directors and  
Financial Statements for the Year Ended 31 January 2005  
for  
Ochil Tower School

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for the Year Ended 31 January 2005

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Ochil Tower School

Company Information  
for the Year Ended 31 January 2005

**DIRECTORS:**

J M Surkamp, M.B.E  
Mrs J Surkamp  
Mrs B Thom  
F R Shewan  
Mrs L Graham  
J Reed  
Mrs J McDonald  
Mrs J Stewart  
C Finlay  
W Frew

**REGISTERED OFFICE:**

140 High St  
Auchterarder  
Perthshire  
PH3 1AD

**REGISTERED NUMBER:**

SC051098 (Scotland)

**AUDITORS:**

Helen Lowe & Co  
Chartered Accountants & Registered Auditors  
17 - 21 East Mayfield  
Edinburgh  
EH9 1SE

Ochil Tower School

Report of the Directors  
for the Year Ended 31 January 2005

The directors present their report with the financial statements of the company for the year ended 31 January 2005.

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was that of the provision of a residential co-educational school for children up to 18 years of age, who find it difficult to adapt themselves to the routine and educational demands of ordinary school life.

**DIRECTORS**

The directors during the year under review were:

J M Surkamp, M.B.E  
Mrs J Surkamp  
Mrs B Thom  
F R Shewan  
Mrs L Graham  
J Reed  
Mrs J McDonald  
Mrs J Stewart  
C Finlay  
W Frew

**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 and of the surplus or deficit 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**

The auditors, Helen Lowe & Co, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**ON BEHALF OF THE BOARD:**



.....  
W Frew - Director

Date: 23-08-05 .....

Report of the Independent Auditors to the Members of  
Ochil Tower School

We have audited the financial statements of Ochil Tower School for the year ended 31 January 2005 on pages four to eight. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. 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 described on page two the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Directors is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Report of the Directors and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit 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 31 January 2005 and of its deficit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

*Helen Lowe - C, C.A.*

Helen Lowe & Co  
Chartered Accountants & Registered Auditors  
17 - 21 East Mayfield  
Edinburgh  
EH9 1SE

Date: ..... 23 - 08 - 05 .....

Ochil Tower School

Income and Expenditure Account  
for the Year Ended 31 January 2005

	Notes	31.1.05 £	31.1.04 £
<b>TURNOVER</b>		906,845	847,755
Administrative expenses		<u>(911,114)</u>	<u>(852,776)</u>
<b>OPERATING DEFICIT</b>	3	(4,269)	(5,021)
Interest receivable and similar income		<u>3,251</u>	<u>1,942</u>
<b>DEFICIT ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		(1,018)	(3,079)
Tax on surplus on ordinary activities	4	<u>-</u>	<u>-</u>
<b>DEFICIT FOR THE FINANCIAL YEAR AFTER TAXATION</b>		<u>(1,018)</u>	<u>(3,079)</u>
<b>RETAINED DEFICIT FOR THE YEAR</b>		<u>(1,018)</u>	<u>(3,079)</u>

The notes form part of these financial statements

Ochil Tower School

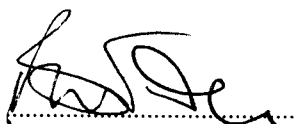
Balance Sheet

31 January 2005

	Notes	31.1.05 £	31.1.04 £
<b>FIXED ASSETS</b>			
Tangible assets	5	72,234	82,224
<b>CURRENT ASSETS</b>			
Debtors	6	80,666	98,326
Loans		100,000	100,000
Cash at bank		<u>177,014</u>	<u>195,626</u>
		358,480	393,952
<b>CREDITORS</b>			
Amounts falling due within one year	7	<u>(62,396)</u>	<u>(119,224)</u>
<b>NET CURRENT ASSETS</b>		<u>296,084</u>	<u>274,728</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>368,318</u>	<u>356,952</u>
<b>RESERVES</b>			
Capital reserve	2	33,423	43,165
General reserve	2	128,211	113,927
Benevolent fund	2	141,616	137,196
Asset replacement reserve	2	31,629	28,874
White house fund	2	668	-
Income and expenditure account	2	<u>32,771</u>	<u>33,790</u>
		<u>368,318</u>	<u>356,952</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

**ON BEHALF OF THE BOARD:**

  
.....  
W Frew - Director

  
.....  
Mrs L Graham - Director

Approved by the Board on 23rd August 2005

1. ACCOUNTING POLICIES

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

**Turnover**

Turnover represents fees and allowances receivable.

**Tangible Fixed Assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - at varying rates on cost  
Motor vehicles - 25% on reducing balance

**Replacement of Assets**

By arrangement with COSLA, the policy of the Company is to charge to revenue the cost of replacing assets less the proceeds of assets replaced. Where the cost of replacing assets has been charged an adjustment is made by debiting the asset account and crediting Capital Reserve Account, so that the Balance Sheet gives a fair reflection of the Company's assets.

**Stocks**

The only stock carried is the stock of provisions, which is in day-to-day use and is of negligible value.

2. SUMMARY STATEMENT OF FINANCIAL ACTIVITIES

**For the year ended 31 January 2005**

	Capital reserve	General reserve	Benevolent fund	Asset replacement reserve	White House Fund	Income & expenditure account	Total funds 2005	Total funds 2004
	£	£	£	£	£	£	£	£
<b>Incoming resources</b>								
Fees	-	-	-	-	-	819,881	819,881	840,797
Donations	-	15,224	2,187	-	668	-	18,079	9,849
Miscellaneous Income	-	-	-	-	-	82,103	82,103	-
Interest	-	3,921	2,233	-	-	3,251	9,405	7,027
<b>Total incoming resources</b>	-	19,145	4,420	-	668	905,235	929,468	857,673
<b>Resources expended</b>								
Per I & E account	-	-	-	-	-	(894,114)	(894,114)	(814,012)
Miscellaneous expenditure	-	-	-	-	-	-	-	(9,717)
Vehicles purchased	-	-	-	(14,245)	-	-	(14,245)	(17,890)
<b>Total resources expended</b>	-	-	-	(14,245)	-	(894,114)	(908,359)	(841,619)
<b>Net incoming/(outgoing) resources</b>	-	19,145	4,420	(14,245)	668	11,121	21,109	16,054
<b>Transfer between funds</b>	-	(4,861)	-	17,000	-	(12,139)	-	-
<b>Other adjustments</b>								
Assets capitalised	14,245	-	-	-	-	-	14,245	19,629
Depreciation charged	(24,237)	-	-	-	-	-	(24,237)	(25,677)
Sale of asset	250	-	-	-	-	-	250	-
<b>Balances brought forward at start of year</b>	43,165	113,927	137,196	28,874	-	33,790	356,952	346,945
<b>Balances carried forward at end of year</b>	<u>33,423</u>	<u>128,211</u>	<u>141,616</u>	<u>31,629</u>	<u>668</u>	<u>32,771</u>	<u>368,318</u>	<u>356,952</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 January 2005

3. OPERATING SURPLUS

The operating surplus is stated after charging:

	31.1.05	31.1.04
	£	£
Salaried staff costs	<u>153,193</u>	<u>129,273</u>
Co-worker costs	<u>120,316</u>	<u>102,717</u>
Auditor's remuneration	<u>3,800</u>	<u>3,800</u>

4. TAXATION

Ochil Tower School, a company limited by guarantee, has been granted charitable status; as a result there is no liability to tax.

5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Motor vehicles £	Totals £
<b>COST</b>			
At 1 February 2004	100,258	127,451	227,709
Additions	-	14,245	14,245
Disposals	<u>(17,205)</u>	-	<u>(17,205)</u>
At 31 January 2005	<u>83,053</u>	<u>141,696</u>	<u>224,749</u>
<b>DEPRECIATION</b>			
At 1 February 2004	53,958	91,527	145,485
Charge for year	11,549	12,687	24,237
Eliminated on disposal	<u>(17,205)</u>	-	<u>(17,205)</u>
At 31 January 2005	<u>48,302</u>	<u>104,213</u>	<u>152,517</u>
<b>NET BOOK VALUE</b>			
At 31 January 2005	<u>34,751</u>	<u>37,483</u>	<u>72,234</u>
At 31 January 2004	<u>46,300</u>	<u>35,924</u>	<u>82,224</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.1.05	31.1.04
	£	£
Trade debtors	75,505	72,526
Prepayments	-	2,500
Loans	100,000	100,000
Other debtors	<u>5,161</u>	<u>23,300</u>
	<u>180,666</u>	<u>198,326</u>

Loans totalling £100,000 have been made to Camphill Central Scotland Trust Ltd, which owns the property from which Ochil Tower operates. The loans are repayable at three months notice.

Notes to the Financial Statements - continued  
for the Year Ended 31 January 2005

7. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.1.05 £	31.1.04 £
Trade creditors	7,654	9,828
Other creditors	<u>54,742</u>	<u>109,399</u>
	<u>62,396</u>	<u>119,227</u>

Ochil Tower School

Income and Expenditure Account

For the year ended 31 January 2005

	Per Pupil per week	Year to 31/01/2005	Per Pupil per week	Year to 31/01/2004
	£	£	£	£
<b>Income</b>				
School Fees	694.81	819,881	641.97	757,530
Other Income	69.58	82,103	70.57	83,267
Interest Received	2.76	3,251	1.65	1,942
Donations Transferred from General Reserve ( Note 2 )	4.12	4,861	5.90	6,958
	<u>771.27</u>	<u>910,096</u>	<u>720.09</u>	<u>849,697</u>
<b>Expenditure</b>				
Salaried Staff	129.82	153,193	109.55	129,273
Co-workers Costs	101.96	120,316	87.05	102,717
Co-workers Training	14.30	16,879	13.99	16,514
Rent	101.69	120,000	89.83	106,000
Office and Telephone	25.70	30,323	22.80	26,907
Camphill Scotland Subscription	6.71	7,914	10.63	12,540
Provisions	66.99	79,046	62.51	73,759
Education and Therapy	41.43	48,884	38.38	45,290
Play Equipment	-	-	5.90	6,958
Medical	8.36	9,863	7.05	8,322
Heat and Light	16.11	19,015	17.02	20,088
Household and Laundry	27.49	32,442	33.94	40,055
Repairs and Renewals	48.54	57,277	53.47	63,098
Audit and Accountancy Fee	3.98	4,701	3.42	4,033
Motor and Travel Expenses	35.73	42,164	36.86	43,491
Insurance and Local Taxes	30.81	36,356	23.50	27,725
Garden and Estate	5.23	6,169	3.71	4,380
Bank Interest and Charges	0.32	372	0.53	626
Co-worker retirement provision	92.54	109,200	88.98	105,000
Replacement of Assets	14.41	17,000	13.56	16,000
	<u>772.12</u>	<u>911,114</u>	<u>722.68</u>	<u>852,776</u>
<b>NET SURPLUS / (DEFICIT)</b>	<u>(0.85)</u>	<u>(1,018)</u>	<u>(2.59)</u>	<u>(3,079)</u>

This page does not form part of the statutory financial statements.