

Company Registration No. SC428645 (Scotland)

**LIVING LERWICK LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**REPORT AND UNAUDITED FINANCIAL**  
**STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 AUGUST 2018**

**LIVING LERWICK LIMITED  
COMPANY LIMITED BY GUARANTEE  
COMPANY INFORMATION**

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<b>Directors</b>	B L Mulla S Mathieson H S Jamieson I Webb D J Williams J W Tonge E E L Irvine D Coe G Tonge
<b>Company number</b>	SC428645
<b>Registered office</b>	179 Commercial Street Lerwick ZE1 0HX
<b>Accountants</b>	RSM UK Tax and Accounting Limited Chartered Accountants St Olaf's Hall Church Road Lerwick Shetland Isles ZE1 0FD
<b>Bankers</b>	Bank of Scotland 117 Commercial Street Lerwick Shetland ZE1 0DN

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**LIVING LERWICK LIMITED  
COMPANY LIMITED BY GUARANTEE  
DIRECTORS' REPORT  
FOR THE YEAR ENDED 31 AUGUST 2018**

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The directors present their annual report and financial statements for the year ended 31 August 2018.

**Principal activities**

The principal activity of the company during the year was to operate within the regulations set by the Government on Business Improvement Districts and ensure that the company's strategy creates long-term value for businesses within the Lerwick Business Improvement District.

**Directors**

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

B L Mullay	
E R Gibson	(Resigned 1 September 2017)
G G Jamieson	(Resigned 1 September 2017)
S Mathieson	
H S Jamieson	
G M Bain	(Resigned 9 October 2017)
J Christie	(Resigned 9 October 2017)
F Richardson	(Resigned 5 October 2017)
I Webb	(Appointed 23 November 2017)
D J Williams	(Appointed 17 November 2017)
J W Tonge	(Appointed 1 December 2017)
E E L Irvine	(Appointed 8 November 2017)
D Coe	(Appointed 17 November 2017)
G Tonge	(Appointed 1 December 2017)

**Directors' insurance**

The company has purchased and maintains insurance to cover its directors in relation to their duties to the company.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

On behalf of the board

  
S Mathieson  
**Director**

7 January 2019

**ACCOUNTANT'S REPORT TO THE BOARD OF DIRECTORS OF LIVING LERWICK LIMITED ON THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018**

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In order to assist you to fulfil your duties under the Companies Act 2006 ("the Act"), we prepared for your approval the financial statements of Living Lerwick Limited which comprise the statement of comprehensive income, the statement of financial position and the related notes in accordance with the financial reporting framework set out therein from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance>.

This report is made solely to the Board of Directors of Living Lerwick Limited, as a body, in accordance with the terms of our engagement letter dated 26 February 2018. Our work has been undertaken solely to prepare for your approval the financial statements of Living Lerwick Limited and state those matters that we have agreed to state to them in accordance with ICAEW Technical Release 07/16 AAF. This report should not therefore be regarded as suitable to be used or relied on by any other party wishing to acquire any rights against RSM UK Tax and Accounting Limited for any purpose or in any context. Any party other than the Board of Directors which obtains access to this report or a copy and chooses to rely on this report (or any part of it) will do so at its own risk. To the fullest extent permitted by law, RSM UK Tax and Accounting Limited will accept no responsibility or liability in respect of this report to any other party and shall not be liable for any loss, damage or expense of whatsoever nature which is caused by any person's reliance on representations in this report.

It is your duty to ensure that Living Lerwick Limited 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 surplus of Living Lerwick Limited under the Act. You consider that Living Lerwick Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Living Lerwick Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

*RSM UK Tax and Accounting Ltd*

RSM UK Tax and Accounting Limited  
Chartered Accountants  
St Olaf's Hall  
Church Road  
Lerwick  
Shetland Isles  
ZE1 0FD

*14 January 2019.*

**LIVING LERWICK LIMITED  
COMPANY LIMITED BY GUARANTEE  
STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 AUGUST 2018**

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	<b>2018</b> £	<b>2017</b> £
<b>Income</b>	81,594	115,992
Project expenditure	(42,640)	(70,804)
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<b>Gross surplus</b>	38,954	45,188
Administrative expenses	(31,597)	(53,888)
	<hr/>	<hr/>
<b>Surplus/(deficit) before taxation</b>	7,357	(8,700)
Taxation	-	-
	<hr/>	<hr/>
<b>Surplus/(deficit) for the financial year</b>	<u>7,357</u>	<u>(8,700)</u>

**LIVING LERWICK LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 31 AUGUST 2018**

	Notes	2018		2017	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	3		1,826		204
<b>Current assets</b>					
Debtors	4	22,882		29,619	
Cash at bank and in hand		45,533		33,660	
		<u>68,415</u>		<u>63,279</u>	
<b>Creditors: amounts falling due within one year</b>	5	<u>(12,227)</u>		<u>(12,826)</u>	
<b>Net current assets</b>			<u>56,188</u>		<u>50,453</u>
<b>Total assets less current liabilities</b>			<u>58,014</u>		<u>50,657</u>
<b>Reserves</b>					
Comprehensive income account			<u>58,014</u>		<u>50,657</u>

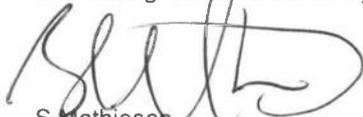
For the financial year ended 31 August 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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 Companies Act 2006 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.

The financial statements were approved by the board of directors and authorised for issue on 7 January 2019 and are signed on its behalf by:



S Mathieson  
**Director**



E E L Irvine  
**Director**

**LIVING LERWICK LIMITED  
COMPANY LIMITED BY GUARANTEE  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2018**

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**1 Accounting policies**

**Company information**

Living Lerwick Limited is a private company limited by guarantee and is registered and incorporated in Scotland. The registered office is 179 Commercial Street, Lerwick, ZE1 0HX.

**Accounting convention**

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

**Income**

Income represents the net value of levy contributions that were invoiced in the period, exclusive of value added tax.

**Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	3 - 5 years
Fixtures, fittings and equipment	3 - 5 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to surplus or deficit.

**Financial instruments**

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Taxation**

The company has obtained exemption from HMRC in respect of corporation tax, it being a company not carrying on a business for the purposes of making a profit.

**LIVING LERWICK LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**2 Employees**

The average monthly number of persons (including directors) employed by the company during the year was Nil (2017 - Nil). Directors remuneration for the year was £Nil (2017 - £Nil).

**3 Tangible fixed assets**

	<b>Plant and machinery etc</b>
	<b>£</b>
<b>Cost</b>	
At 1 September 2017	43,764
Additions	1,908
Disposals	(1,859)
At 31 August 2018	<u>43,813</u>
<b>Depreciation and impairment</b>	
At 1 September 2017	43,560
Depreciation charged in the year	286
Eliminated in respect of disposals	(1,859)
At 31 August 2018	<u>41,987</u>
<b>Carrying amount</b>	
At 31 August 2018	<u>1,826</u>
At 31 August 2017	<u>204</u>

**4 Debtors**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Other debtors	16,470	23,692
Prepayments and accrued income	6,412	5,927
	<u>22,882</u>	<u>29,619</u>

Included in other debtors is £14,795 (2017: £18,148) BID levies due.

**LIVING LERWICK LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

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**5 Creditors: amounts falling due within one year**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Trade creditors	8,942	1,952
Other taxation and social security	1,340	-
Other creditors	1,945	10,874
	<u>12,227</u>	<u>12,826</u>

**6 Financial commitments, guarantees and contingent liabilities**

There are contingent liabilities to repay any of the grants received should their conditions be breached.

**7 Related party transactions**

There were no disclosable related party transactions during the year (2017- none) .

**LIVING LERWICK LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**MANAGEMENT INFORMATION**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

**THE FOLLOWING PAGES DO NOT FORM PART OF THE FINANCIAL STATEMENTS**

**LIVING LERWICK LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

		2018		2017
	£	£	£	£
<b>Income</b>				
BID Levies receivable		70,620		74,873
Lerwick Community Council grants received		1,944		2,000
BID Scotland		-		9,000
SIC community development fund		750		2,250
Heritage lottery fund		2,500		7,500
SIC core funding		5,000		20,000
Miscellaneous income		780		369
		<u>81,594</u>		<u>115,992</u>
<b>Project expenditure</b>				
Small Town, Big Heart	-		30,007	
Improve What We Have	-		27,012	
Park and Bide	-		11,240	
Give a Little - Gain a Lot	-		2,515	
Lets Keep Lerwick Safe	-		30	
More Attractive	16,600		-	
More Business Support	1,756		-	
More Footfall	13,648		-	
More Informed Decisions	400		-	
More Marketing	10,236		-	
		<u>(42,640)</u>		<u>(70,804)</u>
<b>Gross surplus</b>	47.74%	38,954	38.96%	45,188
<b>Administrative expenses</b>		<u>(31,597)</u>		<u>(53,888)</u>
<b>Operating surplus/(deficit)</b>		<u><u>7,357</u></u>		<u><u>(8,700)</u></u>

**LIVING LERWICK LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**SCHEDULE OF ADMINISTRATIVE EXPENSES**  
**FOR THE YEAR ENDED 31 AUGUST 2018**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Administrative expenses</b>		
Management charge	24,358	20,825
Rent, licences and other	-	4,386
Power, light and heat	-	1,135
Property repairs and maintenance	342	26
Insurance	527	576
Computer running costs	2,228	2,027
Travelling and meeting expenses	100	-
Professional subscriptions	1,678	99
Mid Point assessment expenses	-	70
Accountancy	1,395	1,130
Charitable donations	50	-
Bad and doubtful debts	74	6,584
Printing, postage and stationery	615	779
Telecommunications	83	488
Sundry expenses	167	197
Amortisation	-	(4,752)
Depreciation	286	11,324
Profit or loss on sale of tangible assets	(25)	314
Reallocation of projects' depreciation and amortisation	(281)	(6,128)
BID renewal costs	-	14,808
	<u>31,597</u>	<u>53,888</u>