



**Alexander Sloan**

Accountants and Business Advisors

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**Paisley South Property Services Limited  
Annual Report and Financial Statements  
Year Ended 31 March 2018**

**Registration number: SC264883**

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# Paisley South Property Services Limited

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# Paisley South Property Services Limited

## Company Information

**Registered office** 64 Espedair Street  
Paisley  
Renfrewshire  
PA2 6RW

**Auditors** Alexander Sloan  
Accountants & Business Advisers  
180 St Vincent Street  
Glasgow  
G2 5SG

## Paisley South Property Services Limited

### Directors' Report for the Year Ended 31 March 2018

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

#### **Directors of the company**

The directors who held office during the year were as follows:

James Weir - Director

Ian Johnstone - Director

Alexander Morton - Director

Mrs Eileen Graham - Director

John Sweeney - Director

#### **Disclosure of information to the auditors**

Each director has taken steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information. The directors confirm that there is no relevant information that they know of and of which they know the auditors are unaware.

#### **Reappointment of auditors**

The auditors Alexander Sloan are deemed to be reappointed under section 487(2) of the Companies Act 2006.

Approved by the Board on 13 August 2018 and signed on its behalf by:



Mrs Eileen Graham  
Director

## **Paisley South Property Services Limited**

### **Statement of Directors' Responsibilities**

The directors acknowledge their responsibilities for preparing the Annual 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 apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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.

## **Paisley South Property Services Limited**

### **Independent Auditor's Report to the Members of Paisley South Property Services Limited**

#### **Opinion**

We have audited the financial statements of Paisley South Property Services Limited (the 'company') for the year ended 31 March 2018, which comprise the Profit and Loss Account, Balance Sheet, Statement of Changes in Equity and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. 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 auditor's 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.

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2018 and of its loss for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

## **Paisley South Property Services Limited**

### **Independent Auditor's Report to the Members of Paisley South Property Services Limited**

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### **Other information**

The directors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

## **Paisley South Property Services Limited**

### **Independent Auditor's Report to the Members of Paisley South Property Services Limited**

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of directors**

As explained more fully in the Statement of Directors' Responsibilities [set out on page 3], the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.



## Paisley South Property Services Limited

### Independent Auditor's Report to the Members of Paisley South Property Services Limited

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the company to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the company audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

  
.....  
Steven Cunningham BA (Hons) CA (Senior Statutory Auditor)  
For and on behalf of Alexander Sloan , Statutory Auditor

180 St Vincent Street  
Glasgow  
G2 5SG

13 August 2018

## Paisley South Property Services Limited

### Profit and Loss Account for the Year Ended 31 March 2018

	Note	2018 £	2017 £
Turnover		46,723	46,664
Administrative expenses		<u>(46,723)</u>	<u>(45,843)</u>
Operating profit		<u>-</u>	<u>821</u>
Profit before tax		-	821
Taxation	4	<u>(46)</u>	<u>-</u>
(Loss)/profit for the financial year		<u>(46)</u>	<u>821</u>
Total comprehensive income for the year		<u>(46)</u>	<u>821</u>

The above results were derived from continuing operations.

The company has no recognised gains or losses for the year other than the results above.

The notes on pages 11 to 15 form an integral part of these financial statements.

**Paisley South Property Services Limited**

**(Registration number: SC264883)**

**Balance Sheet as at 31 March 2018**

	Note	2018 £	2017 £
<b>Current assets</b>			
Debtors	5	11,048	17,218
Cash at bank and in hand		93,703	74,538
		<u>104,751</u>	<u>91,756</u>
<b>Creditors: Amounts falling due within one year</b>	7	<u>(97,314)</u>	<u>(84,273)</u>
<b>Net assets</b>		<u>7,437</u>	<u>7,483</u>
<b>Capital and reserves</b>			
Called up share capital	8	2	2
Profit and loss account		7,435	7,481
		<u>7,437</u>	<u>7,483</u>
Total equity		<u>7,437</u>	<u>7,483</u>

Approved and authorised by the Board on 13 August 2018 and signed on its behalf by:

  
.....

Mrs Eileen Graham

Director

The notes on pages 11 to 15 form an integral part of these financial statements.

**Paisley South Property Services Limited**

**Statement of Changes in Equity for the Year Ended 31 March 2018**

	Share capital £	Profit and loss account £	Total £
At 1 April 2017	2	7,481	7,483
Loss for the year	-	(46)	(46)
Total comprehensive income	-	(46)	(46)
At 31 March 2018	2	7,435	7,437
	<b>Share capital</b>	<b>Profit and</b>	<b>Total</b>
	<b>£</b>	<b>loss account</b>	<b>£</b>
At 1 April 2016	2	6,660	6,662
Profit for the year	-	821	821
Total comprehensive income	-	821	821
At 31 March 2017	2	7,481	7,483

The notes on pages 11 to 15 form an integral part of these financial statements.

# Paisley South Property Services Limited

## Notes to the Financial Statements for the Year Ended 31 March 2018

### 1 General information

The company is a private company limited by share capital incorporated in Scotland.

The address of its registered office is:

64 Espedair Street

Paisley

Renfrewshire

PA2 6RW

These financial statements were authorised for issue by the Board on 13 August 2018.

### 2 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of compliance

These financial statements were prepared in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

#### Basis of preparation

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

#### Tax

The tax expense for the period comprises current tax. Tax is recognised in profit or loss, except that a change attributable to an item of income or expense recognised as other comprehensive income is also recognised directly in other comprehensive income.

The current income tax charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the reporting date in the countries where the company operates and generates taxable income.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

## **Paisley South Property Services Limited**

### **Notes to the Financial Statements for the Year Ended 31 March 2018**

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Share capital**

Ordinary shares are classified as equity. Equity instruments are measured at the fair value of the cash or other resources received or receivable, net of the direct costs of issuing the equity instruments. If payment is deferred and the time value of money is material, the initial measurement is on a present value basis.

## Paisley South Property Services Limited

### Notes to the Financial Statements for the Year Ended 31 March 2018

#### 3 Auditors' remuneration

	2018 £	2017 £
Audit of the financial statements	1,855	1,772

#### 4 Corporation tax

Tax charged/(credited) in the income statement

	2018 £	2017 £
<b>Current taxation</b>		
UK corporation tax adjustment to prior periods	46	-

#### 5 Debtors

	2018 £	2017 £
Trade debtors	131	3,694
Other debtors	10,917	13,524
	<u>11,048</u>	<u>17,218</u>

## Paisley South Property Services Limited

### Notes to the Financial Statements for the Year Ended 31 March 2018

#### 6 Cash and cash equivalents

	2018	2017
	£	£
Cash at bank	93,703	74,538

#### 7 Creditors

	Note	2018	2017
		£	£
<b>Due within one year</b>			
Amounts due to related parties	9	70,173	74,946
Other payables		27,141	9,327
		97,314	84,273



## Paisley South Property Services Limited

### Notes to the Financial Statements for the Year Ended 31 March 2018

#### 8 Share capital

##### Allotted, called up and fully paid shares

	2018		2017	
	No.	£	No.	£
Ordinary shares of £1 each	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

#### 9 Related party transactions

##### Summary of transactions with subsidiaries

Included within creditors is £70,173 (2017: £74,946) due to Paisley Housing Association Ltd, the company's parent organisation. As at 31 March 2018 there were no balances due to the company from Paisley Housing Association Ltd.

During the year, Paisley Housing Association Ltd, recharged the company £34,348 (2017: £33,252) for staff and administration costs.

Paisley South Property Services Limited collected £53,450 (2017: £55,600) for factoring services works carried out during the year which was paid over to Paisley Housing Association Ltd.

The Directors of Paisley South Property Services Limited have agreed to gift £8,287 (2017: £10,000) of their profit for the year to Paisley Housing Association Ltd.

#### 10 Parent and ultimate parent undertaking

The company's parent undertaking is Paisley Housing Association, a registered social landlord, incorporated in Scotland.

## **Paisley South Property Services Limited**

**The following pages do not form part of the statutory accounts**

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

## Paisley South Property Services Limited

### Detailed Profit and Loss Account for the Year Ended 31 March 2018

	2018 £	2017 £
<b>Sales</b>		
Management charges receivable	46,723	46,664
<b>Administrative expenses</b>		
General administrative expenses	46,723	45,843
Operating profit	-	821
Profit before tax	-	821

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

## Paisley South Property Services Limited

### Detailed Profit and Loss Account for the Year Ended 31 March 2018

	2018	2017
	£	£
<b>General administrative expenses</b>		
Staff training	45	549
Insurance	1,100	1,095
Printing, postage and stationery	122	-
Donations	8,287	10,000
Sundry expenses	88	13
Auditor's remuneration	1,855	1,772
Consultancy fees	-	574
Management fees	34,348	33,252
Legal and professional fees	571	1,174
Bad debts written off	(2,000)	(4,196)
Bank charges	2,307	1,610
	<u>46,723</u>	<u>45,843</u>

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