SC 239292

The Caithness Partnership Limited

(Limited by Guarantee)

Report and Financial Statements

For the year ended 31 July 2002



Victor T Fraser & Co
Chartered Accountants

THE CAITHNESS PARTNERSHIP LIMITED

COMPANY NUMBER

SC 209293

BOARD OF DIRECTORS

Mr George Bruce (Chairman),
Mr Peter J Body – Resigned 31 December 2001
Mrs Patricia A Buchanan
Mr George C Dunnett
Mr James H Fry
Mr John H Green
Mr Terry Keatringe
Mr Hugh Logan
Mr Derrick H Milnes
Mr William G Mowat
Mr James W Oag
Mr John S Rosie
Mr D M Falconer Waters – Resigned 15 October 2001
Mr Alastair I Macdonald – Appointed 7 November 2001
Mr Peter Welsh – Appointed 7 November 2001
Mr Thomas C Jackson – Appointed 28 January 2002
Mr John C Watson – Appointed 28 January 2002

SECRETARY

Mr Brian M Whitelaw

AUDITORS

Messrs Victor T Fraser and Company
Chartered Accountants and Registered Auditors
Market Place
Wick
Caithness
KW1 4LP

BANKERS

The Royal Bank of Scotland plc
1 Bridge Street
Wick
Caithness
KW1 4BU

REGISTERED OFFICE

50a High Street
Wick,
Caithness KW1 4BS

THE CAITHNESS PARTNERSHIP LIMITED

REPORT OF THE DIRECTORS

The directors have pleasure in submitting their report and the financial statements for the year ended 31 July 2002.

Activities

The Caithness Partnership Limited exists to promote commerce, art, science, education, religion, charity or any profession, and to promote any social political or sporting activity in the County of Caithness.

Financial Activities

The company derives its income from grants and donations towards the running costs of activities together with consultancy fees in respect of work carried out.

Fixed Assets

Information regarding fixed assets is given on the company's balance sheet and in note 6 which form part of these financial statements.

Directors

The names of the persons who are currently serving as directors or served during the year, are listed on the previous page.

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 profit or loss of the company for that year. 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.

Directors' Report continued overleaf

Directors' Report continued.....

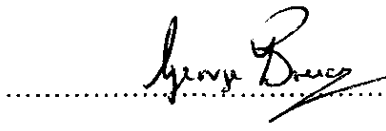
Share Capital

The company is limited by guarantee and does not have any share capital

Auditors

Messrs Victor T Fraser and Company, Chartered Accountants, were appointed as auditors during the year. They have expressed their willingness to continue in office and a resolution proposing their re-appointment will be submitted at the Annual General Meeting.

This report was approved by the Board of Directors on 1 April, 2003 and signed on its behalf.



G Bruce
Director

THE CAITHNESS PARTNERSHIP LIMITED

AUDITORS' REPORT

We have audited the financial statements on pages 5 to 8 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

Respective responsibilities of the directors and auditors

As described on page 2 the directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those financial statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the accounts 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 July 2002 and of its results for the year then ended, and have been properly prepared in accordance with the provisions of the Companies Act 1985.

Victor T. Fraser & Co.

Victor T Fraser and Company
Chartered Accountants and
Registered Auditors

Market Place
Wick, Caithness

24th April 2003.

THE CAITHNESS PARTNERSHIP LIMITED

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 JULY 2002

	Notes	2002	2001
Grants received, donations and other income		£ 56,050	£ 50,800
Bank Interest received		62	225
		56,112	£ 51,025
Bank Interest paid		£ 4	£ 2
Administrative Expenses		57,327	49,217
		£ 57,331	£ 49,219
(LOSS)/PROFIT BEFORE TAXATION		£ (1,219)	£ 1,806
Taxation	5	(293)	400
(LOSS)/PROFIT RETAINED FOR THE YEAR		£ (926)	£ 1,406

The notes on pages 7 and 8 form part of these financial statements.

THE CAITHNESS PARTNERSHIP LIMITED

BALANCE SHEET AS AT 31 JULY 2002

	Notes	2002	2001
FIXED ASSETS			
Tangible Fixed Assets	6	£ 1,976	£ 3,276
CURRENT ASSETS			
Cash at Bank		£ 566	£ 15,941
Cash on hand		8	63
		£ 574	£ 16,004
CURRENT LIABILITIES			
CREDITORS – Due within one year	7	£ 2,070	£ 17,874
NET CURRENT LIABILITIES		£ (1,496)	£ (1,870)
		£ 480	£ 1,406
REPRESENTING:			
RESERVES			
Profit and Loss Account	8	£ 480	£ 1,406

The financial statements were approved by the Board of Directors on 1 April, 2003 and signed on its behalf by:

.....Director G Bruce

The notes on pages 7 and 8 form part of these financial statements

THE CAITHNESS PARTNERSHIP LIMITED

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2002

1. ***ACCOUNTING POLICIES***

Accounts

The directors have prepared the financial statements in accordance with the Companies Acts, although disclosure requirements and formats have been adapted where appropriate to aid understanding of the financial statements.

2. ***CONVENTION***

The financial statements have been prepared in accordance with the historical cost convention. The principal policies adopted are set out below.

[a] ***Income***
Income from donations, grants and other sources is included in the financial statements on an accruals basis.

[b] ***Tangible Fixed Assets***
Depreciation is calculated to write down the cost of tangible fixed assets to their estimated residual value over the period of their estimated useful lives at the following rates:

Office furniture and Equipment	33 1/3 % straight line

[c] ***Capital Grants***
Grants received in respect of the purchase of fixed assets are credited to a capital grants reserve and thereafter released to revenue in three equal annual instalments.

3. ***(LOSS)/PROFIT FOR YEAR/PERIOD***

	2002	2001
This is stated after charging:		
Depreciation	£ 1,300	£ 1,299
Audit Fees	900	793

4. ***EMPLOYEES***
There was one employee during the period
The salaries paid during the period are allocated as follows:-

Wages and Salaries	£ 13,845	£ 11,583
Social Security Costs	1,087	909
	£ 14,932	£ 12,492

5. ***TAXATION***

Provision for the current year/period	£ -	£ 400
Adjustment for the previous period	(292)	-
	£ (292)	£ 400

Notes continued.....

6. ***TANGIBLE FIXED ASSETS***

	Office Furniture & Equipment	Artworks	Total
Cost			
At 31 July 2001	£ 3,899	676	4,575
Aggregate depreciation			
At 31 July 2001	£ 1,299	-	1,299
Charge for the period	£ 1,300	-	1,300
	£ 2,599	-	2,599
NET BOOK VALUE AT 31 JULY 2002	£ 1,300	676	1,976
NET BOOK VALUE AT 31 JULY 2001	£ 2,600	676	3,276

7. ***CREDITORS*** – Due within one year

Accruals	£ 1,250	£ 1,058
Income in advance	-	16,363
Bank overdraft	820	53
Other Taxation and Social Security Costs	-	400
	£ 2,070	£ 17,874

8. ***PROFIT AND LOSS ACCOUNT***

Retained (Loss)/Profit for the year/ period	£ (926)	£ 1,406

9. ***RELATED PARTIES***

Some directors of the company are also members of the Highland Council. The company secretary is an employee of the Highland Council. Total grants of £35,000 (2001 £47,000) were paid by the Highland Council to the company and shown as income of the year.