

**Registered Number 00633288**

**A B Secretarial Services Limited**

**Abbreviated Accounts**

**31 July 2010**

**A B Secretarial Services Limited**

**Registered Number 00633288**

**Company Information**

**Registered Office:**

Old Police Station  
Church St  
Swadlincote  
Derbyshire  
DE11 8LN

A B Secretarial Services Limited

Registered Number 00633288

Balance Sheet as at 31 July 2010

	Notes	2010 £	2009 £
<b>Fixed assets</b>			
Investments	2	408	408
		<u>408</u>	<u>408</u>
<b>Current assets</b>			
Debtors		160,500	148,474
Cash at bank and in hand		38,462	39,658
Total current assets		<u>198,962</u>	<u>188,132</u>
<b>Creditors: amounts falling due within one year</b>		(22,020)	(23,013)
<b>Net current assets (liabilities)</b>		176,942	165,119
<b>Total assets less current liabilities</b>		<u>177,350</u>	<u>165,527</u>
<b>Total net assets (liabilities)</b>		<u>177,350</u>	<u>165,527</u>
<b>Capital and reserves</b>			
Called up share capital	3	100	100
Profit and loss account		177,250	165,427
<b>Shareholders funds</b>		<u>177,350</u>	<u>165,527</u>

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- a. For the year ending 31 July 2010 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
  - b. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
  - c. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
  - d. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the board on 26 April 2011

And signed on their behalf by:

**Mrs P J Buckler, Director**

**This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1068 of the Companies Act 2006.**

## Notes to the Abbreviated Accounts

For the year ending 31 July 2010

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 April 2008).

**Turnover**

Turnover represents net invoiced sales of services, excluding value added tax.

**Deferred tax**

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

**Pension costs and other post-retirement benefits**

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to the profit and loss account in the period to which they relate.

2 **Investments (Fixed Assets)**

<b>Cost Or Valuation</b>	<b>£</b>
At 01 August 2009	<u>408</u>
At 31 July 2010	<u>408</u>
<b>Net Book Value</b>	
At 31 July 2010	408
At 31 July 2009	<u>408</u>

3 **Share capital**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Allotted, called up and fully paid:</b>		
1000 Ordinary shares of £0.1 each	100	100