### **Abbreviated Accounts**

for the Year Ended 31 December 2004

for

INDUSTRIAL & TECHNICAL SERVICES LIMITED

A110 COMPANIES HOUSE

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# Company Information for the Year Ended 31 December 2004

**DIRECTORS:** 

P J Knight S G Dixon

G C Hanreck

SECRETARY:

S G Dixon

**REGISTERED OFFICE:** 

Clock House

286 Kings Road

Reading Berkshire RG1 4HP

REGISTERED NUMBER:

2117129 (England and Wales)

**AUDITORS:** 

Masons

Registered Auditors and Accountants

337 Bath Road

Slough Berkshire SL1 5PR

## Report of the Independent Auditors to Industrial & Technical Services Limited Under Section 247B of the Companies Act 1985

We have examined the abbreviated accounts on pages three to six, together with the full financial statements of the company for the year ended 31 December 2004 prepared under Section 226 of the Companies Act 1985.

This report is made solely to the company, in accordance with Section 247B of the Companies Act 1985. Our work has been undertaken so that we might state to the company those matters we are required to state to it in a special 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, for our work, for this report, or for the opinions we have formed.

#### Respective responsibilities of directors and auditors

The directors are responsible for preparing the abbreviated accounts in accordance with Section 246 of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with Sections 246(5) and (6) of the Act to the Registrar of Companies and whether the accounts to be delivered are properly prepared in accordance with those provisions and to report our opinion to you.

#### Basis of opinion

We have carried out the procedures we consider necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared. The scope of our work for the purpose of this report did not include examining or dealing with events after the date of our report on the full financial statements.

### **Opinion**

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with Sections 246(5) and (6) of the Companies Act 1985, and the abbreviated accounts on pages three to six are properly prepared in accordance with those provisions.

Masons

Registered Auditors and Accountants

337 Bath Road

Slough

Berkshire

SL1 5PR

21 December 2005

# Abbreviated Balance Sheet 31 December 2004

		31.12.0	4	31.12.0	3
	Notes	£	£	£	£
FIXED ASSETS	2		5 000		6 907
Tangible assets	2		5,988		6,897
CURRENT ASSETS					
Debtors		187,153		179,982	
Cash in hand		178		849	
		187,331		180,831	
CREDITORS					
Amounts falling due within one year	3	191,529		186,997	
NET CURRENT LIABILITIES			(4,198)		(6,166)
TOTAL ASSETS LESS CURRENT					
LIABILITIES			1,790		731
PROVISIONS FOR LIABILITIES					
AND CHARGES			217		217
			1,573 ====		====
CAPITAL AND RESERVES					
Called up share capital	4		100		100
Profit and loss account	<b>T</b>		1,473		414
SHAREHOLDERS' FUNDS			1,573		514

These abbreviated accounts 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:

G C Hanreck - Director

Approved by the Board on 21 December 2005

The notes form part of these abbreviated accounts

# Notes to the Abbreviated Accounts for the Year Ended 31 December 2004

#### 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 amounts of services provided stated net of value added tax and trade discounts.

#### Tangible fixed assets

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

Plant and machinery etc

- Straight line over 7 years and Straight line over 4 years

### Hire purchase and leasing commitments

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is the shorter.

The interest element of these obligations is charged to the profit and loss account over the relevant period. The capital element of the future payments is treated as a liability.

Rentals paid under operating leases are charged to the profit and loss account as incurred.

#### **Deferred taxation**

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

# Notes to the Abbreviated Accounts - continued for the Year Ended 31 December 2004

### 2. TANGIBLE FIXED ASSETS

3.

4.

					Total £
COST At 1 January Additions	2004				23,009 3,596
Disposals					(10,968)
At 31 Decen	nber 2004				15,637
DEPRECIA					16.110
At 1 January					16,112
Charge for y Eliminated of					2,359
Emmated C	ni uisposai				(8,822)
At 31 Decen	nber 2004				9,649
NET BOOK	VALUE				
At 31 Decen	nber 2004				5,988
At 31 Decen	1ber 2003				<u>6,897</u>
CREDITO	RS				
The following	ng secured debts are	included within credito	rs:		
				31.12.04	31.12.03
				£	£
Bank overdr	aft			103,490	-
CALLED U	P SHARE CAPITA	AL			
Authorised:					
Number:	Class:		Nominal	31.12.04	31.12.03
			value:	£	£
1,000	Ordinary		£1	1,000	1,000
Allotted, iss	ued and fully paid:				
Number:	Class:		Nominal	31.12.04	31.12.03
			value:	£	£
100	Ordinary		£1	100	100

# Notes to the Abbreviated Accounts - continued for the Year Ended 31 December 2004

#### 5. TRANSACTIONS WITH DIRECTORS

The following loans to directors subsisted during the year ended 31 December 2004:

	£
S G Dixon	
Balance outstanding at start of year	(7,980)
Balance outstanding at end of year	(25,035)
Maximum balance outstanding during year	(25,035)
P J Knight	
Balance outstanding at start of year	(8,580)
Balance outstanding at end of year	(10,734)
Maximum balance outstanding during year	(10,734)
	wh 144 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
G C Hanreck	
Balance outstanding at start of year	(18,536)
Balance outstanding at end of year	(23,562)
Maximum balance outstanding during year	(23,562)

During the year the company paid rent to the directors P J Knight and S G Dixon in their capacity as landfords to the sum of £6,720 (2003 - £6,720). The transactions were made on a normal trading basis.

#### 6. CONTROLLING PARTY

The directors control the company as a result of controlling 100 per cent of the issued ordinary share capital. The shareholding was as follows: P J Knight 38%, S G Dixon 38% and G Hanreck 24%.