

Report of the Directors and
Unaudited Financial Statements
for the year ended 31 March 2007

for
Berkeley Business Forms Ltd

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COMPANIES HOUSE

Hatcher Hughes
Chartered Certified Accountants
Unit S8b
Chester Enterprise Centre
Chester
CH2 3NE

Berkeley Business Forms Ltd

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for the year ended 31 March 2007

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Berkeley Business Forms Ltd

Company Information
for the year ended 31 March 2007

DIRECTORS: D Mortlock
J Mortlock

SECRETARY: J Mortlock

REGISTERED OFFICE: Pendle Court
Evans Way
Rowleys Park
Shotton
Flintshire
CH5 1QJ

REGISTERED NUMBER: 2477382

ACCOUNTANTS: Hatcher Hughes
Chartered Certified Accountants
Unit S8b
Chester Enterprise Centre
Chester
CH2 3NE

Berkeley Business Forms Ltd

Report of the Directors
for the year ended 31 March 2007

The directors present their report with the financial statements of the company for the year ended 31 March 2007.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of the sale of business and computer stationery.

DIRECTORS

The directors during the year under review were:

D Mortlock

J Mortlock

The beneficial interests of the directors holding office on 31 March 2007 in the issued share capital of the company were as follows:

	31.3.07	1.4.06
Ordinary 1 shares		
D Mortlock	2	2
J Mortlock	2	2

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:



.....
J Mortlock - Secretary

Date: 22.6.07

Berkeley Business Forms Ltd**Profit and Loss Account**
for the year ended 31 March 2007

		31.3.07	31.3.06
	Notes	£	£
TURNOVER		1,007,467	1,066,050
Cost of sales		760,542	795,164
GROSS PROFIT		246,925	270,886
Administrative expenses		158,495	163,350
		88,430	107,536
Other operating income		250	250
OPERATING PROFIT	2	88,680	107,786
Interest receivable and similar income		1,168	955
		89,848	108,741
Interest payable and similar charges	3	108	65
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		89,740	108,676
Tax on profit on ordinary activities	4	17,605	21,394
PROFIT FOR THE FINANCIAL YEAR AFTER TAXATION		72,135	87,282
Retained profit brought forward		96,045	85,763
		168,180	173,045
Dividends	5	(72,723)	(77,000)
RETAINED PROFIT CARRIED FORWARD		£95,457	£96,045

CONTINUING OPERATIONS

None of the company's activities were acquired or discontinued during the current and previous years.

TOTAL RECOGNISED GAINS AND LOSSES

The company has no recognised gains or losses other than the profits for the current and previous years.

Berkeley Business Forms Ltd**Balance Sheet**
31 March 2007

		31.3.07		31.3.06	
	Notes	£	£	£	£
FIXED ASSETS:					
Tangible assets	6		32,296		25,056
CURRENT ASSETS:					
Stocks	7	9,108		2,573	
Debtors	8	192,273		251,630	
Cash at bank and in hand		68,307		35,515	
		269,688		289,718	
CREDITORS: Amounts falling due within one year	9	200,248		218,725	
NET CURRENT ASSETS:			69,440		70,993
TOTAL ASSETS LESS CURRENT LIABILITIES:			101,736		96,049
CREDITORS: Amounts falling due after more than one year	10		6,275		-
			£95,461		£96,049
CAPITAL AND RESERVES:					
Called up share capital	12		4		4
Profit and loss account			95,457		96,045
SHAREHOLDERS' FUNDS:	13		£95,461		£96,049

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31 March 2007.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2007 in accordance with Section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

Berkeley Business Forms Ltd

Balance Sheet

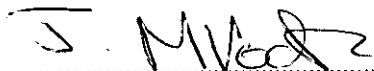
31 March 2007

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved by the Board of Directors on^{22 6.07}..... and were signed on its behalf by:



.....
D Mortlock - Director



.....
J Mortlock - Director

Notes to the Financial Statements
for the year ended 31 March 2007

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention.

Financial Reporting Standard Number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

Turnover

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

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Plant and machinery etc	- 33% on reducing balance, 25% on reducing balance and 20% on reducing balance
-------------------------	--

Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Deferred tax

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

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.

Pensions

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the profit and loss account.

2. OPERATING PROFIT

The operating profit is stated after charging/(crediting):

	31.3.07	31.3.06
	£	£
Depreciation - owned assets	9,295	5,974
Depreciation - assets on hire purchase contracts or finance leases	2,870	2,870
Profit on disposal of fixed assets	(1,456)	-
Pension costs	1,792	6,103
	<u>4,740</u>	<u>4,740</u>
Directors' emoluments and other benefits etc	<u>4,740</u>	<u>4,740</u>

Berkeley Business Forms Ltd

Notes to the Financial Statements
for the year ended 31 March 2007

3. INTEREST PAYABLE AND SIMILAR CHARGES

Interest payable and similar charges includes the following:

	31.3.07	31.3.06
	£	£
Hire purchase	51	-
	<u>51</u>	<u>-</u>

4. TAXATION

Analysis of the tax charge

The tax charge on the profit on ordinary activities for the year was as follows:

	31.3.07	31.3.06
	£	£
Current tax:		
UK corporation tax	17,605	21,394
	<u>17,605</u>	<u>21,394</u>
Tax on profit on ordinary activities	<u>17,605</u>	<u>21,394</u>

UK corporation tax has been charged at 19% (2006 - 19%).

5. DIVIDENDS

	31.3.07	31.3.06
	£	£
Equity shares:		
Dividends Paid	72,723	77,000
	<u>72,723</u>	<u>77,000</u>

6. TANGIBLE FIXED ASSETS

	Plant and machinery etc
	£
COST:	
At 1 April 2006	74,139
Additions	28,949
Disposals	(22,627)
	<u>80,461</u>
At 31 March 2007	<u>80,461</u>
DEPRECIATION:	
At 1 April 2006	49,083
Charge for year	12,165
Eliminated on disposals	(13,083)
	<u>48,165</u>
At 31 March 2007	<u>48,165</u>
NET BOOK VALUE:	
At 31 March 2007	<u>32,296</u>
At 31 March 2006	<u>25,056</u>

Berkeley Business Forms Ltd**Notes to the Financial Statements**
for the year ended 31 March 2007**6. TANGIBLE FIXED ASSETS - continued**

Fixed assets, included in the above, which are held under hire purchase contracts or finance leases are as follows:

	Plant and machinery etc
	£
COST:	
At 1 April 2006 and 31 March 2007	11,480
DEPRECIATION:	
At 1 April 2006	2,870
Charge for year	2,870
At 31 March 2007	5,740
NET BOOK VALUE:	
At 31 March 2007	5,740
At 31 March 2006	8,610

7. STOCKS

	31.3.07	31.3.06
	£	£
Stock	9,108	2,573

**8. DEBTORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	31.3.07	31.3.06
	£	£
Trade debtors	191,440	249,747
Other debtors	400	1,450
Prepayments & accrued income	433	433
	192,273	251,630

**9. CREDITORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	31.3.07	31.3.06
	£	£
Bank loans and overdrafts (see note 11)	-	3,213
Trade creditors	145,822	160,209
Directors current accounts	10,082	10,000
Hire purchase	8,100	-
Other creditors	1,050	1,025
Social security & other taxes	13,043	15,137
Taxation	17,605	21,394
Accrued expenses	4,546	7,747
	200,248	218,725

Berkeley Business Forms Ltd

Notes to the Financial Statements
for the year ended 31 March 2007

10. **CREDITORS: AMOUNTS FALLING
DUE AFTER MORE THAN ONE YEAR**

	31.3.07	31.3.06
	£	£
Hire purchase	6,275	-
	<u> </u>	<u> </u>

11. **LOANS AND OVERDRAFTS**

An analysis of the maturity of loans and overdrafts is given below:

	31.3.07	31.3.06
	£	£
Amounts falling due within one year or on demand:		
Bank overdrafts	-	3,213
	<u> </u>	<u> </u>

12. **CALLED UP SHARE CAPITAL**

Authorised:					
Number:	Class:	Nominal	31.3.07	31.3.06	
		value:	£	£	
100,000	Ordinary	1	100,000	100,000	
			<u> </u>	<u> </u>	

Allotted, issued and fully paid:					
Number:	Class:	Nominal	31.3.07	31.3.06	
		value:	£	£	
4	Ordinary	1	4	4	
			<u> </u>	<u> </u>	

13. **RECONCILIATION OF MOVEMENTS IN SHAREHOLDERS' FUNDS**

	31.3.07	31.3.06
	£	£
Profit for the financial year	72,135	87,282
Dividends	(72,723)	(77,000)
	<u> </u>	<u> </u>
Net (reduction)/addition to shareholders' funds	(588)	10,282
Opening shareholders' funds	96,049	85,767
	<u> </u>	<u> </u>
Closing shareholders' funds	95,461	96,049
	<u> </u>	<u> </u>
Equity interests	95,461	96,049
	<u> </u>	<u> </u>