

REGISTERED NUMBER: 03094861 (England and Wales)

Abbreviated Unaudited Accounts for the Year Ended 31 August 2013

for

ABSOLUTELY OFFICES LIMITED

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for the year ended 31 August 2013**

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ABSOLUTELY OFFICES LIMITED

**Company Information
for the year ended 31 August 2013**

DIRECTORS:

Mrs B A Huntingdon
Mrs J E Wordsworth
G Huntingdon

SECRETARY:

Mrs J E Wordsworth

REGISTERED OFFICE:

Grove House
Lutyens Close
Chineham Court
Basingstoke
Hampshire
RG24 8AG

REGISTERED NUMBER:

03094861 (England and Wales)

ACCOUNTANTS:

Camerons Accountancy Consultants Limited
Chartered Accountants
9, Worton Park
Cassington
Witney
Oxfordshire
OX29 4SX

ABSOLUTELY OFFICES LIMITED (REGISTERED NUMBER: 03094861)**Abbreviated Balance Sheet
31 August 2013**

	Notes	2013 £	£	2012 £	£
FIXED ASSETS					
Tangible assets	2		178,590		197,170
CURRENT ASSETS					
Stocks		3,750		3,500	
Debtors		386,045		250,654	
Cash at bank and in hand		<u>18,189</u>		<u>42,118</u>	
		407,984		296,272	
CREDITORS					
Amounts falling due within one year	3	<u>316,129</u>		<u>218,491</u>	
NET CURRENT ASSETS			<u>91,855</u>		<u>77,781</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			270,445		274,951
CREDITORS					
Amounts falling due after more than one year	3		<u>174,724</u>		<u>204,772</u>
NET ASSETS			<u>95,721</u>		<u>70,179</u>
CAPITAL AND RESERVES					
Called up share capital	4		100		100
Profit and loss account			<u>95,621</u>		<u>70,079</u>
SHAREHOLDERS' FUNDS			<u>95,721</u>		<u>70,179</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2013.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2013 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 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
- (b) year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these abbreviated accounts

ABSOLUTELY OFFICES LIMITED (REGISTERED NUMBER: 03094861)

Abbreviated Balance Sheet - continued
31 August 2013

The abbreviated accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 30 May 2014 and were signed on its behalf by:

Mrs B A Huntingdon - Director

The notes form part of these abbreviated accounts

**Notes to the Abbreviated Accounts
for the year ended 31 August 2013**

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 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.

Improvements to leasehold	- in accordance with the property
Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 20% on cost

Stocks

Stocks are 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

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

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. TANGIBLE FIXED ASSETS

	Total £
COST	
At 1 September 2012	1,038,478
Additions	36,591
At 31 August 2013	<u>1,075,069</u>
DEPRECIATION	
At 1 September 2012	841,308
Charge for year	55,171
At 31 August 2013	<u>896,479</u>
NET BOOK VALUE	
At 31 August 2013	<u>178,590</u>
At 31 August 2012	<u>197,170</u>

**Notes to the Abbreviated Accounts - continued
for the year ended 31 August 2013**

3. CREDITORS

Creditors include an amount of £ 106,247 (2012 - £ 132,407) for which security has been given.

4. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2013 £	2012 £
100	Ordinary	£1	<u>100</u>	<u>100</u>

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 1072 of the Companies Act 2006.