

**Knowles Associates-Total Fleet
Management Limited**

Abbreviated Unaudited Accounts

for the Year Ended

30 September 2015

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for the Year Ended 30 September 2015**

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DIRECTORS:

L J Cant
W A Knowles
Mrs J Knowles
C R Knowles
L J Walker
A Franklin

SECRETARY:

C R Knowles

REGISTERED OFFICE:

Red Lion House
The Green
Great Bentley
Colchester
Essex
CO7 8QG

REGISTERED NUMBER:

03185631 (England and Wales)

ACCOUNTANTS:

Haines Watts
Chartered Accountants
9 Byford Court
Crockatt Road
Hadleigh
Ipswich
Suffolk
IP7 6RD

**Abbreviated Balance Sheet
30 September 2015**

| | Notes | 2015 £ | 2014 £ |
|--|-------|------------------|------------------|
| FIXED ASSETS | | | |
| Intangible assets | 2 | 120,000 | 140,000 |
| Tangible assets | 3 | <u>1,023,790</u> | <u>332,485</u> |
| | | 1,143,790 | 472,485 |
| CURRENT ASSETS | | | |
| Stocks | | 245,721 | 235,242 |
| Debtors | 4 | 307,593 | 317,242 |
| Cash at bank | | <u>187,405</u> | <u>725,400</u> |
| | | 740,719 | 1,277,884 |
| CREDITORS | | | |
| Amounts falling due within one year | | <u>(556,271)</u> | <u>(445,945)</u> |
| NET CURRENT ASSETS | | 184,448 | 831,939 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 1,328,238 | 1,304,424 |
| PROVISIONS FOR LIABILITIES | | (23,481) | - |
| NET ASSETS | | 1,304,757 | 1,304,424 |
| CAPITAL AND RESERVES | | | |
| Called up share capital | 5 | 10,607 | 10,650 |
| Share premium | | - | 69,288 |
| Capital redemption reserve | | 43 | - |
| Profit and loss account | | <u>1,294,107</u> | <u>1,224,486</u> |
| SHAREHOLDERS' FUNDS | | 1,304,757 | 1,304,424 |

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2015.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2015 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 year in accordance with the requirements of Sections 394 and 395
- (b) and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

**Abbreviated Balance Sheet - continued
30 September 2015**

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 3 December 2015 and were signed on its behalf by:

C R Knowles - Director

Notes to the Abbreviated Accounts
for the Year Ended 30 September 2015

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.

Goodwill

Goodwill, being the amount paid in connection with the acquisition of a business in 0, is being amortised evenly over its estimated useful life of twenty years.

Tangible fixed assets

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

| | |
|-----------------------|---------------------------|
| Freehold property | - 3% on cost |
| Fixtures and fittings | - 15% on reducing balance |
| Motor vehicles | - 25% on reducing balance |
| Computer equipment | - 15% on reducing balance |

Stocks

Work in progress is valued at the lower of cost and net realisable value.

Cost includes all direct expenditure and an appropriate proportion of fixed and variable overheads.

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. INTANGIBLE FIXED ASSETS

| | Total £ |
|-----------------------|----------------|
| COST | |
| At 1 October 2014 | |
| and 30 September 2015 | <u>416,000</u> |
| AMORTISATION | |
| At 1 October 2014 | 276,000 |
| Amortisation for year | <u>20,000</u> |
| At 30 September 2015 | <u>296,000</u> |
| NET BOOK VALUE | |
| At 30 September 2015 | <u>120,000</u> |
| At 30 September 2014 | <u>140,000</u> |

Notes to the Abbreviated Accounts - continued
for the Year Ended 30 September 2015

3. TANGIBLE FIXED ASSETS

| | Total £ |
|-----------------------|------------------|
| COST | |
| At 1 October 2014 | 568,062 |
| Additions | 752,921 |
| At 30 September 2015 | <u>1,320,983</u> |
| DEPRECIATION | |
| At 1 October 2014 | 235,577 |
| Charge for year | 61,616 |
| At 30 September 2015 | <u>297,193</u> |
| NET BOOK VALUE | |
| At 30 September 2015 | <u>1,023,790</u> |
| At 30 September 2014 | <u>332,485</u> |

4. DEBTORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

The aggregate total of debtors falling due after more than one year is £ 0 (2014 - £ 460)

5. CALLED UP SHARE CAPITAL

| | | | | |
|----------------------------------|-----------------|----------------|---------------|---------------|
| Allotted, issued and fully paid: | | | | |
| Number: | Class: | Nominal value: | 2015 | 2014 |
| | | | £ | £ |
| 107 | Ordinary | £1 | <u>107</u> | <u>150</u> |
| Allotted and issued: | | | | |
| Number: | Class: | Nominal value: | 2015 | 2014 |
| | | | £ | £ |
| 1,050,000 | Share capital 2 | £1 | <u>10,500</u> | <u>10,500</u> |

6. DIRECTORS' ADVANCES, CREDITS AND GUARANTEES

The following advances and credits to a director subsisted during the years ended 30 September 2015 and 30 September 2014:

| | 2015 £ | 2014 £ |
|--------------------------------------|------------------|------------------|
| C R Knowles | | |
| Balance outstanding at start of year | (198,469) | (393,180) |
| Amounts repaid | (173,374) | 194,711 |
| Balance outstanding at end of year | <u>(371,843)</u> | <u>(198,469)</u> |

The above Directors credit is unsecured, interest free and has no fixed repayment date.

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.