

# Voice & Co Accountancy Services Limited

Annual Report and Unaudited Abridged Financial Statements  
for the Year Ended 31 March 2017

Voice & Co Accountancy Services Limited

14 Jessops Riverside

800 Brightside Lane

Sheffield

SOUTH YORKSHIRE

S9 2RX

# **Voice & Co Accountancy Services Limited**

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# **Voice & Co Accountancy Services Limited**

## **Company Information**

<b>Director</b>	Mr Hugh Alistair Voice
<b>Company secretary</b>	Miss Mandy Guest
<b>Registered office</b>	14 Jessops Riverside 800 Brightside Lane Sheffield South Yorkshire S9 2RX
<b>Accountants</b>	Voice & Co Accountancy Services Limited 14 Jessops Riverside 800 Brightside Lane Sheffield SOUTH YORKSHIRE S9 2RX

**Chartered Accountants' Report to the Director on the Preparation of the Unaudited Statutory  
Accounts of  
Voice & Co Accountancy Services Limited  
for the Year Ended 31 March 2017**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Voice & Co Accountancy Services Limited for the year ended 31 March 2017 as set out on pages 3 to 9 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icacw.com/cn/members/regulations-standards-and-guidance/>.

This report is made solely to the Board of Directors of Voice & Co Accountancy Services Limited, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of Voice & Co Accountancy Services Limited and state those matters that we have agreed to state to the Board of Directors of Voice & Co Accountancy Services Limited, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Voice & Co Accountancy Services Limited and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Voice & Co Accountancy Services Limited has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Voice & Co Accountancy Services Limited. You consider that Voice & Co Accountancy Services Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Voice & Co Accountancy Services Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

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Voice & Co Accountancy Services Limited  
14 Jessops Riverside  
800 Brightside Lane  
Sheffield  
SOUTH YORKSHIRE  
S9 2RX

12 December 2017

# Voice & Co Accountancy Services Limited

(Registration number: 03201641)

## Abridged Balance Sheet as at 31 March 2017

	Note	2017 £	2016 £
<b>Fixed assets</b>			
Intangible assets	<u>4</u>	137,984	-
Tangible assets	<u>5</u>	9,025	9,919
		<u>147,009</u>	<u>9,919</u>
<b>Current assets</b>			
Stocks	<u>6</u>	4,432	1,464
Debtors		250,067	272,363
Cash at bank and in hand		16,492	29,357
		270,991	303,184
<b>Prepayments and accrued income</b>		2,746	4,219
<b>Creditors: Amounts falling due within one year</b>		<u>(137,178)</u>	<u>(63,260)</u>
<b>Net current assets</b>		<u>136,559</u>	<u>244,143</u>
<b>Total assets less current liabilities</b>		283,568	254,062
<b>Creditors: Amounts falling due after more than one year</b>		(35,200)	-
<b>Provisions for liabilities</b>		(1,457)	(1,238)
<b>Accruals and deferred income</b>		<u>(3,284)</u>	<u>(896)</u>
<b>Net assets</b>		<u>243,627</u>	<u>251,928</u>
<b>Capital and reserves</b>			
Called up share capital		100	100
Profit and loss account		<u>243,527</u>	<u>251,828</u>
<b>Total equity</b>		<u>243,627</u>	<u>251,928</u>

For the financial year ending 31 March 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Director's responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The director acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

These financial statements have been delivered in accordance with the provisions applicable to companies subject to the small companies regime and the option not to file the Profit and Loss Account has been taken.

The notes on pages 5 to 9 form an integral part of these abridged financial statements.

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**Voice & Co Accountancy Services Limited**

**(Registration number: 03201641)**

**Abridged Balance Sheet as at 31 March 2017**

All of the company's members have consented to the preparation of an Abridged Balance Sheet in accordance with Section 444(2A) of the Companies Act 2006.

Approved and authorised by the director on 12 December 2017

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Mr Hugh Alistair Voice

Director

The notes on pages 5 to 9 form an integral part of these abridged financial statements.  
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# Voice & Co Accountancy Services Limited

## Notes to the Abridged Financial Statements for the Year Ended 31 March 2017

### 1 General information

The company is a private company limited by share capital incorporated in England & Wales.

The address of its registered office is:

14 Jessops Riverside  
800 Brightside Lane  
Sheffield  
South Yorkshire  
S9 2RX

These financial statements were authorised for issue by the director on 12 December 2017.

### 2 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of compliance

These abridged financial statements were prepared in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

#### Basis of preparation

These abridged financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

#### Tangible assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

#### Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Office furniture & equipment	33.3% on cost
Leasehold improvements	Over the period of the lease

#### Goodwill

Goodwill arising on the acquisition of an entity represents the excess of the cost of acquisition over the company's interest in the net fair value of the identifiable assets, liabilities and contingent liabilities of the entity recognised at the date of acquisition. Goodwill is initially recognised as an asset at cost and is subsequently measured at cost less accumulated amortisation and accumulated impairment losses. Goodwill is held in the currency of the acquired entity and revalued to the closing rate at each reporting period date. Goodwill is amortised over its useful life, which shall not exceed ten years if a reliable estimate of the useful life cannot be made.



# Voice & Co Accountancy Services Limited

## Notes to the Abridged Financial Statements for the Year Ended 31 March 2017

### Amortisation

Amortisation is provided on intangible assets so as to write off the cost, less any estimated residual value, over their useful life as follows:

Asset class	Amortisation method and rate
Goodwill arising on acquisition	20% on cost

### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business. Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

### Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first-in, first-out (FIFO) method.

The cost of finished goods and work in progress comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the inventories to their present location and condition. At each reporting date, stocks are assessed for impairment. If stocks are impaired, the carrying amount is reduced to its selling price less costs to complete and sell; the impairment loss is recognised immediately in profit or loss.

### Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

### Share capital

Ordinary shares are classified as equity. Equity instruments are measured at the fair value of the cash or other resources received or receivable, net of the direct costs of issuing the equity instruments. If payment is deferred and the time value of money is material, the initial measurement is on a present value basis.

### Dividends

Dividend distribution to the company's shareholders is recognised as a liability in the financial statements in the reporting period in which the dividends are declared.

## Voice & Co Accountancy Services Limited

### Notes to the Abridged Financial Statements for the Year Ended 31 March 2017

#### Defined contribution pension obligation

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

#### 3 Staff numbers

The average number of persons employed by the company (including the director) during the year, was 7 (2016 - 6).

#### 4 Intangible assets

	<b>Total £</b>
<b>Cost or valuation</b>	
At 1 April 2016	147,871
Additions acquired separately	<u>147,840</u>
At 31 March 2017	<u>295,711</u>
<b>Amortisation</b>	
At 1 April 2016	147,871
Amortisation charge	<u>9,856</u>
At 31 March 2017	<u>157,727</u>
<b>Carrying amount</b>	
At 31 March 2017	<u><u>137,984</u></u>

The aggregate amount of research and development expenditure recognised as an expense during the period is £Nil (2016 - £Nil).

# Voice & Co Accountancy Services Limited

## Notes to the Abridged Financial Statements for the Year Ended 31 March 2017

### 5 Tangible assets

	Total £
<b>Cost or valuation</b>	
At 1 April 2016	50,340
Additions	3,017
	<hr/>
At 31 March 2017	53,357
	<hr/>
<b>Depreciation</b>	
At 1 April 2016	40,421
Charge for the year	3,911
	<hr/>
At 31 March 2017	44,332
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<b>Carrying amount</b>	
At 31 March 2017	9,025
	<hr/>
At 31 March 2016	9,919
	<hr/>

### 6 Stocks

	2017 £	2016 £
Work in progress	4,432	1,464
	<hr/>	<hr/>

### 7 Dividends

	2017 £	2016 £
Interim dividend of £567.55 (2016 - £474.44) per ordinary share	56,755	47,444

### 8 Related party transactions

#### Transactions with directors

#### 2016

#### Directors' remuneration

The director's remuneration for the year was as follows:

2017	2016
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Remuneration

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£	£
8,100	8,100

## **Voice & Co Accountancy Services Limited**

### **Notes to the Abridged Financial Statements for the Year Ended 31 March 2017**

#### **Dividends paid to directors**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Interim dividends	32,000	-

#### **Other transactions with directors**

Included in Other Debtors at 31st March 2017 is an amount due from Jessops Consultancy Services Limited, a company in which Hugh Voice is also a director, of £142,400 (2016 - £190,400).

Included in Other Creditors at 31st March 2017 is an amount due to Jessops FD Limited, a company in which Hugh Voice is also a director, of £15,000 (2016 - £Nil)

At the 31st March the company owed Hugh Voice £2,047 (2016 - £509).

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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.