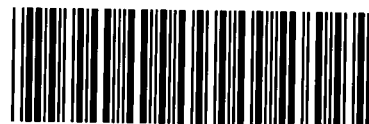


**A & M OFFICE SERVICES LIMITED**  
**ABBREVIATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 OCTOBER 2016**

FRIDAY



\*A66R89TV\*

A28

19/05/2017

#169

COMPANIES HOUSE

# A & M OFFICE SERVICES LIMITED

## ABBREVIATED BALANCE SHEET AS AT 31 OCTOBER 2016

	Notes	£	2016 £	£	2015 £
<b>Fixed assets</b>					
Tangible assets	2		6,243		6,679
Investments	2		20,553		20,553
			<u>26,796</u>		<u>27,232</u>
<b>Current assets</b>					
Debtors		20,768		35,343	
Cash at bank and in hand		65,273		24,503	
		<u>86,041</u>		<u>59,846</u>	
<b>Creditors: amounts falling due within one year</b>		(17,910)		(10,817)	
<b>Net current assets</b>			<u>68,131</u>		<u>49,029</u>
<b>Total assets less current liabilities</b>			<u>94,927</u>		<u>76,261</u>
<b>Capital and reserves</b>					
Called up share capital	3		100		100
Profit and loss account			94,827		76,161
<b>Shareholders' funds</b>			<u>94,927</u>		<u>76,261</u>

For the financial year ended 31 October 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These abbreviated financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board for issue on 27 April 2017

  
M Bright  
Director

Company Registration No. 03362205

# A & M OFFICE SERVICES LIMITED

## NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2016

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

#### 1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

#### 1.3 Turnover

Turnover represents net invoiced sales of services, excluding value added tax. Where a service is incomplete at the year end, turnover represents the sales value of services provided based on an appropriate proportion of time spent. Any partially completed services that are un-billed at year end are recorded in accrued income within trade debtors.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment                      15% reducing balance

#### 1.5 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

### 2 Fixed assets

	<b>Tangible assets</b>	<b>Investments</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 November 2015	32,054	20,553	52,607
Additions	666	-	666
	<hr/>	<hr/>	<hr/>
At 31 October 2016	32,720	20,553	53,273
	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>			
At 1 November 2015	25,375	-	25,375
Charge for the year	1,102	-	1,102
	<hr/>	<hr/>	<hr/>
At 31 October 2016	26,477	-	26,477
	<hr/>	<hr/>	<hr/>
<b>Net book value</b>			
At 31 October 2016	6,243	20,553	26,796
	<hr/>	<hr/>	<hr/>
At 31 October 2015	6,679	20,553	27,232
	<hr/>	<hr/>	<hr/>

# A & M OFFICE SERVICES LIMITED

## NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2016

---

3	Share capital	2016 £	2015 £
	<b>Allotted, called up and fully paid</b>		
	100 Ordinary shares of £1 each	100	100
		<u>100</u>	<u>100</u>