

REGISTERED NUMBER: 03754580 (England and Wales)

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
ARCHIVE STORAGE AND RETRIEVAL LIMITED

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FOR THE YEAR ENDED 31 DECEMBER 2023**

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ARCHIVE STORAGE AND RETRIEVAL LIMITED

**COMPANY INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2023**

DIRECTORS:

R E Bettis
Mrs K K Bettis
Mrs K R Hill
R W Bettis

REGISTERED OFFICE:

61 Station Road
Sudbury
Suffolk
CO10 2SP

REGISTERED NUMBER:

03754580 (England and Wales)

ACCOUNTANTS:

Seago and Stopps
Chartered Certified Accountants
61 Station Road
Sudbury
Suffolk
CO10 2SP

ARCHIVE STORAGE AND RETRIEVAL LIMITED (REGISTERED NUMBER: 03754580)

**BALANCE SHEET
31 DECEMBER 2023**

31.12.22			Notes	31.12.23	
£	£			£	£
		FIXED ASSETS			
-		Intangible assets	4	-	
704,604		Tangible assets	5	926,899	
<u>704,604</u>				<u>926,899</u>	
		CURRENT ASSETS			
	250	Stocks		159	
1,240,217		Debtors	6	1,200,369	
587,458		Cash at bank and in hand		<u>612,972</u>	
<u>1,827,925</u>				1,813,500	
		CREDITORS			
	245,955	Amounts falling due within one year	7	<u>280,815</u>	
<u>1,581,970</u>		NET CURRENT ASSETS		<u>1,532,685</u>	
2,286,574		TOTAL ASSETS LESS CURRENT LIABILITIES			2,459,584
		CREDITORS			
(28,291)		Amounts falling due after more than one year	8		-
<u>(39,617)</u>		PROVISIONS FOR LIABILITIES		<u>(100,604)</u>	
<u>2,218,666</u>		NET ASSETS		<u>2,358,980</u>	

The notes form part of these financial statements

**BALANCE SHEET - continued
31 DECEMBER 2023**

31.12.22				31.12.23
£	£		Notes	£
		CAPITAL AND RESERVES		
2		Called up share capital	9	2
2,218,664		Retained earnings		2,358,978
<u>2,218,666</u>		SHAREHOLDERS' FUNDS		<u>2,358,980</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 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
- (b) 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 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

In accordance with Section 444 of the Companies Act 2006, the Income Statement has not been delivered.

The financial statements were approved by the Board of Directors and authorised for issue on 16 April 2024 and were signed on its behalf by:

Mrs K R Hill - Director

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. STATUTORY INFORMATION

Archive Storage and Retrieval Limited is a private company, limited by shares, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

The presentation currency of the financial statements is the Pound Sterling (£).

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

Turnover represents the value of work completed during the year, by reference to invoiced sales and the movement between opening and closing work in progress and trade debtors balances and rent receivable for commercial units.

Intangible assets - website

Website costs have been amortised evenly over an estimated useful life of four 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 - 25 years straight line

Plant & machinery - 10 years straight line

Fixtures & fittings - 10 / 20 years straight line

Motor vehicles - 25% on reducing balance

Computer equipment - 10 years straight line

Stocks

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

Financial instruments

The company enters into basic financial instrument transactions, as appropriate and as and when required, that result in the recognition of financial assets and liabilities within the financial statements such as trade and other accounts receivable and payable, bank loans and hire purchase and lease contracts.

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

2. ACCOUNTING POLICIES - continued

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

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

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 10 (2022 - 10) .

4. INTANGIBLE FIXED ASSETS

	Website costs £
COST	
At 1 January 2023	
and 31 December 2023	<u>3,200</u>
AMORTISATION	
At 1 January 2023	
and 31 December 2023	<u>3,200</u>
NET BOOK VALUE	
At 31 December 2023	<u><u>-</u></u>
At 31 December 2022	<u><u>-</u></u>

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

5. TANGIBLE FIXED ASSETS

	Totals £	Freehold property £	Plant & machinery £
COST			
At 1 January 2023	1,755,416	847,628	647,736
Additions	332,235	29,008	24,926
Disposals	(10,987)	-	(2,425)
At 31 December 2023	<u>2,076,664</u>	<u>876,636</u>	<u>670,237</u>
DEPRECIATION			
At 1 January 2023	1,050,812	360,679	488,487
Charge for year	105,718	35,061	39,079
Eliminated on disposal	(6,765)	-	(2,425)
At 31 December 2023	<u>1,149,765</u>	<u>395,740</u>	<u>525,141</u>
NET BOOK VALUE			
At 31 December 2023	<u>926,899</u>	<u>480,896</u>	<u>145,096</u>
At 31 December 2022	<u>704,604</u>	<u>486,949</u>	<u>159,249</u>
	Fixtures and fittings £	Motor vehicles £	Computer equipment £
COST			
At 1 January 2023	208,679	37,436	13,937
Additions	244,969	32,733	599
Disposals	-	(6,975)	(1,587)
At 31 December 2023	<u>453,648</u>	<u>63,194</u>	<u>12,949</u>
DEPRECIATION			
At 1 January 2023	168,397	24,491	8,758
Charge for year	20,370	10,439	769
Eliminated on disposal	-	(3,052)	(1,288)
At 31 December 2023	<u>188,767</u>	<u>31,878</u>	<u>8,239</u>
NET BOOK VALUE			
At 31 December 2023	<u>264,881</u>	<u>31,316</u>	<u>4,710</u>
At 31 December 2022	<u>40,282</u>	<u>12,945</u>	<u>5,179</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR					
			31.12.23	31.12.22	
			£	£	
	Trade debtors		270,985	295,406	
	Other debtors		929,384	944,811	
			<u>1,200,369</u>	<u>1,240,217</u>	
7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR					
			31.12.23	31.12.22	
			£	£	
	Bank loans and overdrafts		-	10,000	
	Hire purchase contracts		2,642	7,924	
	Payments on account		76,577	75,896	
	Trade creditors		32,899	35,811	
	Taxation and social security		56,621	61,748	
	Other creditors		<u>112,076</u>	<u>54,576</u>	
			<u>280,815</u>	<u>245,955</u>	
8. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR					
			31.12.23	31.12.22	
			£	£	
	Bank loans		-	25,649	
	Hire purchase contracts		<u>-</u>	<u>2,642</u>	
			<u>-</u>	<u>28,291</u>	
9. CALLED UP SHARE CAPITAL					
Allotted, issued and fully paid:					
	Number:	Class:	Nominal value:	31.12.23	31.12.22
				£	£
	2	Ordinary	£1	<u>2</u>	<u>2</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.