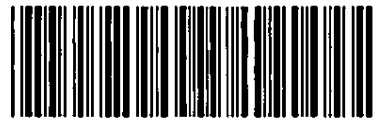


Registered Number 4245869

**Abbreviated Financial Statements**  
**for the period ended 31 July 2009**  
**for**  
**Active Secretariat Limited**

TUESDAY



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27/04/2010

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COMPANIES HOUSE

Active Secretariat Limited

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for the period ended 31 July 2009**

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Active Secretariat Limited

**Report of the Directors  
for the period ended 31 July 2009**

The directors present their report with the financial statements of the company for the year ended 31/07/2009

**Principal Activity**

The principal activity of the company in the year under review was the provision of company administration services

**Directors**

The directors during the year under review were

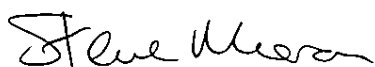
Amanda Jane Moran

The beneficial interests of the directors holding office on 31 July 2009 in the issued share capital of the company were as follows

<b>Ordinary £1 shares</b>	<b>31.7.09</b>	<b>31.7.08</b>
Amanda Jane Moran	35	35

This report has been prepared in accordance with the special provisions for small companies under The Companies Act 2006

**ON BEHALF OF THE BOARD:**



Steven James Moran - Secretary

Active Secretariat Limited

**Abbreviated Balance Sheet**  
**31 July 2009**

		at 31 7 2009		at 31 7 2008	
	<u>Notes</u>	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets			0		0
<b>CURRENT ASSETS</b>					
Debtors	2	2,795		0	
Cash at bank		825		5	
		<u>3,620</u>		<u>5</u>	
<b>CREDITORS</b>					
Amounts falling due within one year		30		345	
		<u>30</u>		<u>345</u>	
<b>NET CURRENT LIABILITIES</b>		3,590		(340)	
		<u>3,590</u>		<u>(340)</u>	
<b>LONG TERM LIABILITIES</b>					
Amounts falling due over one year			0		0
<b>TOTAL ASSETS LESS TOTAL LIABILITIES</b>			3,590		(340)
			<u>3,590</u>		<u>(340)</u>
<b>CAPITAL AND RESERVES</b>					
Called up Share Capital	3		70		70
Profit & Loss Account			3,520		(410)
			<u>3,590</u>		<u>(340)</u>
<b>SHAREHOLDERS FUNDS</b>			<u>3,590</u>		<u>(340)</u>

For the year ending 31st July 2009 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

The directors acknowledge their responsibilities for

- (i) the members have not required the company to obtain an audit of its accounts for the year ending 31st July 2009 in accordance with section 476,
- (ii) ensuring that the company keeps proper accounting records which comply with Act, and
- (iii) these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

These financial statements were approved by the directors and authorised for issue on 20-4-10,

**ON BEHALF OF THE BOARD**



Amanda Moran - Director

Active Secretariat Limited

**Notes to the Abbreviated Financial Statements  
for the year ended 31 July 2009**

**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 June 2002)

Turnover

Turnover represents net invoiced sales of services, 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

Plant and Machinery etc - 25% on a reducing balance

**2 DEBTORS**

	Total £
Trade Debtors	2,795
	<u>2,795</u>

**3 CALLED UP SHARE CAPITAL**

Authorised, allotted, issued and fully paid

Number	Class	Nominal Value	31 July 2008 £
70	Ordinary	£1	<u>70</u>