

REGISTERED NUMBER: 04262147 (England and Wales)

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2018

FOR

ELECTRONIC DOCUMENT MANAGEMENT SOLUTIONS
LIMITED

Cassidys Chartered Accountants
South Stour Offices
Roman Road
Mersham
Ashford
Kent
TN25 7HS

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FOR THE YEAR ENDED 31 JULY 2018

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COMPANY INFORMATION
FOR THE YEAR ENDED 31 JULY 2018

DIRECTOR: R Dixey

SECRETARY: Mrs J A Dixey

REGISTERED OFFICE: Unit 1 Bilting Farm Business Centre
Canterbury Road
Bilting
Ashford
Kent
TN25 4HF

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ACCOUNTANTS: Cassidys Chartered Accountants
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BALANCE SHEET
31 JULY 2018

	Notes	31.7.18 £	£	31.7.17 £	£
FIXED ASSETS					
Tangible assets	4		334		668
CURRENT ASSETS					
Stocks		150		150	
Debtors	5	2,066		690	
Cash at bank		<u>1,303</u>		<u>1,714</u>	
		3,519		2,554	
CREDITORS					
Amounts falling due within one year	6	<u>4,117</u>		<u>2,486</u>	
NET CURRENT (LIABILITIES)/ASSETS			<u>(598)</u>		<u>68</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			(264)		736
PROVISIONS FOR LIABILITIES	7		<u>63</u>		<u>127</u>
NET (LIABILITIES)/ASSETS			<u>(327)</u>		<u>609</u>
CAPITAL AND RESERVES					
Called up share capital			150		150
Retained earnings			<u>(477)</u>		<u>459</u>
SHAREHOLDERS' FUNDS			<u>(327)</u>		<u>609</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2018 in accordance with Section 476 of the Companies Act 2006.

The director acknowledges his 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 and
- (b) which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these financial statements

ELECTRONIC DOCUMENT MANAGEMENT SOLUTIONS
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BALANCE SHEET - continued
31 JULY 2018

The financial statements have been prepared and delivered in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

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

The financial statements were approved by the director on 21 November 2018 and were signed by:

R Dixey - Director

The notes form part of these financial statements

1. **STATUTORY INFORMATION**

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

Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

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 - 33% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

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.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to profit or loss on a straight line basis over the period of the lease.

ELECTRONIC DOCUMENT MANAGEMENT SOLUTIONS
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NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 JULY 2018

2. **ACCOUNTING POLICIES - continued**

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 profit or loss in the period to which they relate.

Going concern

During the period the company incurred a loss of £936 (2017: £807) and at the balance sheet date had net liabilities of £327 (2017: £609 net assets). These financial statements have been prepared on a going concern basis which assumes continuing support from the company director and creditors.

3. **EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 2 (2017 - 2) .

4. **TANGIBLE FIXED ASSETS**

	Plant and machinery etc £
COST	
At 1 August 2017 and 31 July 2018	<u>30,594</u>
DEPRECIATION	
At 1 August 2017	29,926
Charge for year	<u>334</u>
At 31 July 2018	<u>30,260</u>
NET BOOK VALUE	
At 31 July 2018	<u>334</u>
At 31 July 2017	<u>668</u>

5. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.7.18 £	31.7.17 £
Trade debtors	1,785	139
Other debtors	<u>281</u>	<u>551</u>
	<u>2,066</u>	<u>690</u>

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NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 JULY 2018

6. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.7.18	31.7.17
	£	£
Taxation and social security	1,566	1,737
Other creditors	<u>2,551</u>	<u>749</u>
	<u>4,117</u>	<u>2,486</u>

7. **PROVISIONS FOR LIABILITIES**

	31.7.18	31.7.17
	£	£
Deferred tax	<u>63</u>	<u>127</u>
		Deferred tax
		£
Balance at 1 August 2017		127
Provided during year		<u>(64)</u>
Balance at 31 July 2018		<u>63</u>

8. **PENSION COMMITMENTS**

The company operates a defined contribution scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge for the period amounts to £ NIL (2017 - £2,000) and represents contributions payable by the company to the fund.

9. **DIRECTOR'S ADVANCES, CREDITS AND GUARANTEES**

The following advances and credits to a director subsisted during the years ended 31 July 2018 and 31 July 2017:

	31.7.18	31.7.17
	£	£
R Dixey		
Balance outstanding at start of year	449	1,276
Amounts advanced	-	449
Amounts repaid	(449)	(1,276)
Amounts written off	-	-
Amounts waived	-	-
Balance outstanding at end of year	<u>-</u>	<u>449</u>

10. **RELATED PARTY DISCLOSURES**

Mr R Dixey - Director and Shareholder

At the balance sheet date EDM Solutions Ltd owed Mr Dixey £1,801 (2017 - Mr Dixey owed the company £449).

11. ULTIMATE CONTROLLING PARTY

The controlling party is R Dixey.

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.