

Company Registration No. 04384324 (England and Wales)

DOC CLEANING LIMITED
ABBREVIATED ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2015

FRIDAY



A4I5ZKDD

A14

16/10/2015

#285

COMPANIES HOUSE

DOC CLEANING LIMITED

CONTENTS

	Page
Strategic report	1
Directors' report	2 - 3
Independent auditors' report	4
Abbreviated profit and loss account	5
Abbreviated statement of total recognised gains and losses	6
Abbreviated balance sheet	7
Cash flow statement	8
Notes to the cash flow statement	9
Notes to the abbreviated accounts	10 - 18

DOC CLEANING LIMITED

STRATEGIC REPORT

FOR THE YEAR ENDED 31 MARCH 2015

The directors present the strategic report and financial statements for the year ended 31 March 2015.

Review of the business

The services are carried out on a contract basis throughout predominantly the London and South East region of England although there has recently been the addition of several contracts further afield and therefore affording the company further exposure on a nationwide basis. The results for the period and the financial position at the year end show a turnover of £14,049,254 which is an increase of £1,578,818 from the previous year. The company also showed a gross profit of £1,984,269 which shows an increase of £162,000 from the previous year and a subsequent post tax net profit of £702,383, an decrease of £10,898 from the previous year.

The company has no major debts and enjoys a good cash flow and bank balance.

The Directors, after due consideration has been given to the current difficult financial and economic situation, are extremely satisfied with the performance of the company which demonstrates its strength and market position within a very competitive and cost-driven industry.

The company's principal risk is in its ability to maintain client relationships and to secure both existing contracts and to source new opportunities in order to maintain its customer base and develop this wherever possible.

The risks in maintaining employment relationships with a large and diverse work force needs to be considered at all times both ethically and in accordance with all legislation and with equal opportunities being promoted constantly and consistently throughout the organisation.

The company are of the opinion that it is well positioned both operationally and financially to exploit any further opportunities that may arise and to seek out new clients whilst aiming to retain its historic customers into the future. There are no current plans for diversification.

The KPIs used to manage the business and their values based on the accounts of the company are:

Gross Profit Margin - 14.1% (2014 - 14.6%)

Net Profit Margin - 6.4% (2014 - 7.5%)

Balance sheet net asset value - 41.6% (2014 - 41.6%)

On behalf of the board



L Andrews

Director

24 September 2015

DOC CLEANING LIMITED

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 MARCH 2015

The directors present their report and financial statements for the year ended 31 March 2015.

Results and dividends

The results for the year are set out on page 5.

An interim ordinary dividend was paid amounting to £480,000. The directors do not recommend payment of a final dividend.

Future developments

The company will continue to develop its nationwide presence and endeavour to both maintain and build upon its already enviable client list and good reputation within the industry.

The Company intends to continue to invest in its management and support structure by building upon its existing operational team and introducing additional expertise in all compliance and sustainability requirements; this will assist in both maintaining and developing its already enviable client list and excellent reputation within the industry.

In addition, it is also the aim of the directors to further enhance upon the company's Corporate and Social Responsibility policy and to develop the aims already set with regards to the social, environmental and economic objectives relevant to its activities.

Directors

The following directors have held office since 1 April 2014:

L Andrews

D Andrews

Employee involvement

The company's policy is to consult and discuss with employees, at meetings, matters likely to affect employees' interests.

Information of matters of concern to employees is given through information bulletins and reports which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting the company's performance.

Disabled persons

The company's policy is to recruit disabled workers for those vacancies that they are able to fill. All necessary assistance with initial training courses is given. Once employed, a career plan is developed so as to ensure suitable opportunities for each disabled person. Arrangements are made, wherever possible, for retraining employees who become disabled, to enable them to perform work identified as appropriate to their aptitudes and abilities.

Auditors

In accordance with the company's articles, a resolution proposing that Taylor Viney & Marlowbe reappointed as auditors of the company will be put at a General Meeting.

DOC CLEANING LIMITED

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2015

Statement of directors' responsibilities

The directors are responsible for preparing the Strategic Report, Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

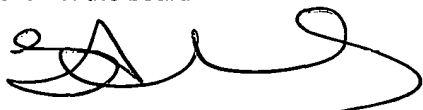
- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

On behalf of the board



L Andrews

Director

24 September 2015

DOC CLEANING LIMITED

INDEPENDENT AUDITORS' REPORT TO DOC CLEANING LIMITED UNDER SECTION 449 OF THE COMPANIES ACT 2006

We have examined the abbreviated accounts set out on pages 5 to 18, together with the financial statements of DOC Cleaning Limited for the year ended 31 March 2015 prepared under section 396 of the Companies Act 2006.

This report is made solely to the company in accordance with Chapter 10 of Part 15 of the Companies Act 2006. Our work has been undertaken so that we might state to the company those matters we are required to state to it in a special auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company, for our work, for this report, or for the opinions we have formed.

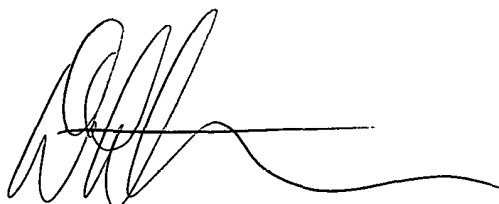
Respective responsibilities of directors and auditors

The directors are responsible for preparing the abbreviated accounts in accordance with section 445 of the Companies Act 2006. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts to the Registrar of Companies and whether the abbreviated accounts have been properly prepared in accordance with the regulations made under that section and to report our opinion to you.

We conducted our work in accordance with Bulletin 2008/4 issued by the Auditing Practices Board. In accordance with that Bulletin we have carried out the procedures we consider necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared.

Opinion

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with section 445(3) of the Companies Act 2006, and the abbreviated accounts have been properly prepared in accordance with the regulations made under that section.



David J. Stevens (Senior Statutory Auditor)
for and on behalf of Taylor Viney & Marlow

24 September 2015

Chartered Accountants
Statutory Auditor

46-54 High Street
Ingatestone
Essex
CM4 9DW

DOC CLEANING LIMITED

ABBREVIATED PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2015

	Notes	2015 £	2014 £
Turnover		14,049,254	12,470,436
Other operating income less cost of sales		(12,064,917)	(10,647,500)
Administrative expenses		(1,078,925)	(888,982)
Operating profit	2	905,412	933,954
Other interest receivable and similar income		612	2,552
Interest payable and similar charges	4	(2,910)	(2,766)
Profit on ordinary activities before taxation		903,114	933,740
Tax on profit on ordinary activities	5	(200,731)	(220,459)
Profit for the year	15	702,383	713,281

The profit and loss account has been prepared on the basis that all operations are continuing operations.

DOC CLEANING LIMITED

ABBREVIATED STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES FOR THE YEAR ENDED 31 MARCH 2015

	Notes	2015 £	2014 £
Profit for the financial year		702,383	713,281
Prior year adjustment	16	-	49,662
Total gains and losses recognised since last financial statements		<u>702,383</u>	<u>762,943</u>

DOC CLEANING LIMITED

ABBREVIATED BALANCE SHEET

AS AT 31 MARCH 2015

	Notes	2015 £	£	2014 £	£
Fixed assets					
Intangible assets	7	143,333		163,333	
Tangible assets	8	250,089		300,933	
		<u>393,422</u>		<u>464,266</u>	
Current assets					
Debtors	9	2,741,300		2,066,758	
Cash at bank and in hand		930,251		855,766	
		<u>3,671,551</u>		<u>2,922,524</u>	
Creditors: amounts falling due within one year	10	(1,982,212)		(1,513,076)	
Net current assets		<u>1,689,339</u>		<u>1,409,448</u>	
Total assets less current liabilities		<u>2,082,761</u>		<u>1,873,714</u>	
Creditors: amounts falling due after more than one year	11	(634)		(4,440)	
Provisions for liabilities	12	(47,292)		(56,822)	
		<u>2,034,835</u>		<u>1,812,452</u>	
Capital and reserves					
Called up share capital	14	100		100	
Other reserves	15	50		50	
Profit and loss account	15	2,034,685		1,812,302	
Shareholders' funds	16	<u>2,034,835</u>		<u>1,812,452</u>	

These abbreviated accounts have been prepared in accordance with the special provisions in section 445(3) of the Companies Act 2006 relating to medium-sized companies.

Approved by the Board and authorised for issue on 24 September 2015



L Andrews
Director

Company Registration No. 04384324

DOC CLEANING LIMITED

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2015

	£	2015 £	£	2014 £
Net cash inflow from operating activities		810,546		655,752
Returns on investments and servicing of finance				
Interest received	612		2,552	
Interest paid	(2,910)		(2,766)	
Net cash outflow for returns on investments and servicing of finance		(2,298)		(214)
Taxation		(221,954)		(154,801)
Capital expenditure				
Payments to acquire tangible assets	(28,003)		(89,264)	
Receipts from sales of tangible assets	-		2,500	
Net cash outflow for capital expenditure		(28,003)		(86,764)
Equity dividends paid		(480,000)		(500,000)
Net cash inflow/(outflow) before management of liquid resources and financing		78,291		(86,027)
Financing				
Issue of ordinary share capital	-		50	
Purchase of own shares	-		49,662	
Issue and purchase of shares	-		49,712	
Capital element of hire purchase contracts	(3,806)		(3,561)	
Increase in debt	(3,806)		(3,561)	
Net cash outflow from financing		(3,806)		(3,521)
Increase/(decrease) in cash in the year		74,485		(39,876)

DOC CLEANING LIMITED

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2015

1	Reconciliation of operating profit to net cash inflow from operating activities	2015	2014		
		£	£		
	Operating profit	905,412	933,954		
	Depreciation of tangible assets	78,847	89,434		
	Amortisation of intangible assets	20,000	20,000		
	Loss on disposal of tangible assets	-	350		
	Increase in debtors	(674,542)	(388,870)		
	Increase in creditors within one year	480,829	884		
	Net cash inflow from operating activities	810,546	655,752		
2	Analysis of net funds	1 April 2014	Cash flow	Other non-cash changes	31 March 2015
		£	£	£	£
	Net cash:				
	Cash at bank and in hand	855,766	74,485	-	930,251
	Bank deposits	-	-	-	-
	Debt:				
	Finance leases	(8,246)	3,806	-	(4,440)
	Net funds	847,520	78,291	-	925,811
3	Reconciliation of net cash flow to movement in net funds	2015	2014		
		£	£		
	Increase/(decrease) in cash in the year	74,485	(39,876)		
	Cash outflow/(inflow) from decrease/(increase) in debt and lease financing	3,806	(7,857)		
	Movement in net funds in the year	78,291	(47,733)		
	Opening net funds	847,520	895,253		
	Closing net funds	925,811	847,520		

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

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 amounts receivable for contract cleaning services net of VAT and trade discounts.

1.4 Goodwill

Acquired goodwill is written off in equal annual instalments over its estimated useful economic life which the directors consider to be 20 years.

1.5 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:

Plant and machinery	25% on written down value
Fixtures, fittings & equipment	25% on written down value & 10% / 20% straight line
Motor vehicles	25% on written down value

1.6 Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.7 Pensions

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

1.8 Deferred taxation

Deferred taxation is provided in full in respect of taxation deferred by timing differences between the treatment of certain items for taxation and accounting purposes. The deferred tax balance has not been discounted.

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

2	Operating profit	2015	2014
		£	£
	Operating profit is stated after charging:		
	Amortisation of intangible assets	20,000	20,000
	Depreciation of tangible assets	78,847	89,434
	Loss on disposal of tangible assets	-	350
	Operating lease rentals	38,527	38,288
	Auditors' remuneration (including expenses and benefits in kind)	6,000	2,000
		<u> </u>	<u> </u>
3	Investment income	2015	2014
		£	£
	Bank interest	612	2,552
		<u> </u>	<u> </u>
		612	2,552
		<u> </u>	<u> </u>
4	Interest payable	2015	2014
		£	£
	Hire purchase interest	2,910	2,766
		<u> </u>	<u> </u>

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

5	Taxation	2015 £	2014 £
	Domestic current year tax		
	U.K. corporation tax	209,985	221,678
	Adjustment for prior years	276	(146)
	Total current tax	210,261	221,532
	Deferred tax		
	Deferred tax current year charge	(9,530)	(1,073)
		200,731	220,459
	Factors affecting the tax charge for the year		
	Profit on ordinary activities before taxation	903,114	933,740
	Profit on ordinary activities before taxation multiplied by standard rate of UK corporation tax of 21.00% (2014 - 23.00%)	189,654	214,760
	Effects of:		
	Non deductible expenses	12,033	10,632
	Depreciation add back	16,557	25,170
	Capital allowances	(7,024)	(24,990)
	Adjustments to previous periods	276	(146)
	Other tax adjustments	(1,235)	(3,894)
		20,607	6,772
	Current tax charge for the year	210,261	221,532
6	Dividends	2015 £	2014 £
	Ordinary interim paid	480,000	500,000

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

7 Intangible fixed assets

	Goodwill £
Cost	
At 1 April 2014 & at 31 March 2015	400,000
Amortisation	
At 1 April 2014	236,667
Charge for the year	20,000
At 31 March 2015	256,667
Net book value	
At 31 March 2015	143,333
At 31 March 2014	163,333

8 Tangible fixed assets

	Plant and machinery £	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Cost				
At 1 April 2014	235,533	144,455	236,518	616,506
Additions	14,135	13,868	-	28,003
Disposals	-	(3,309)	-	(3,309)
At 31 March 2015	249,668	155,014	236,518	641,200
Depreciation				
At 1 April 2014	139,199	62,879	113,495	315,573
On disposals	-	(3,309)	-	(3,309)
Charge for the year	26,997	21,094	30,756	78,847
At 31 March 2015	166,196	80,664	144,251	391,111
Net book value				
At 31 March 2015	83,472	74,350	92,267	250,089
At 31 March 2014	99,640	78,271	123,022	300,933

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

8 Tangible fixed assets

(Continued)

Included above are assets held under finance leases or hire purchase contracts as follows:

	Motor vehicles £
Net book values	
At 31 March 2015	7,736
At 31 March 2014	10,316
Depreciation charge for the year	
At 31 March 2015	2,580
At 31 March 2014	3,440

9 Debtors

	2015 £	2014 £
Trade debtors	2,004,046	1,652,703
Other debtors	464,482	265,884
Prepayments and accrued income	272,772	148,171
	<u>2,741,300</u>	<u>2,066,758</u>

10 Creditors: amounts falling due within one year

	2015 £	2014 £
Net obligations under hire purchase contracts	3,806	3,806
Trade creditors	379,760	224,342
Corporation tax	209,985	221,678
Other taxes and social security costs	902,497	747,419
Accruals and deferred income	486,164	315,831
	<u>1,982,212</u>	<u>1,513,076</u>

The company has an overdraft facility with its bank. All amounts owing to the bank are secured by a fixed and floating debenture over all of the company's assets, and by personal guarantees made by the directors, L. Andrews and D. Andrews.

Net obligations under hire purchase contracts are secured over the assets to which they relate.

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

11 Creditors: amounts falling due after more than one year	2015 £	2014 £
Net obligations under hire purchase contracts	634	4,440
Net obligations under hire purchase contracts are secured over the assets to which they relate.		
Net obligations under hire purchase contracts		
Repayable within one year	3,806	3,806
Repayable between one and five years	634	4,440
	4,440	8,246
Included in liabilities falling due within one year	(3,806)	(3,806)
	634	4,440

12 Provisions for liabilities

	Deferred tax liability £
Balance at 1 April 2014	56,822
Profit and loss account	(9,530)
Balance at 31 March 2015	47,292

The deferred tax liability is made up as follows:

	2015 £	2014 £
Accelerated capital allowances	47,292	56,822

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

13 Retirement Benefits

Defined contribution scheme

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund.

	2015 £	2014 £
Contributions payable by the company for the year	36,000	16,000

14 Share capital

	2015 £	2014 £
Allotted, called up and fully paid		
35 Ordinary 'A' shares of £1 each	35	40
15 Ordinary 'B' shares of £1 each	15	15
30 Ordinary 'C' shares of £1 each	30	35
5 Ordinary 'D' shares of £1 each	5	-
5 Ordinary 'E' shares of £1 each	5	-
	100	100

During the year 5 ordinary A shares were renamed as 5 ordinary E shares and 5 ordinary C shares were renamed as 5 ordinary F shares.

15 Statement of movements on reserves

	Other reserves (see below) £	Profit and loss account £
Balance at 1 April 2014	50	1,812,302
Profit for the year	-	702,383
Dividends paid	-	(480,000)
Balance at 31 March 2015	50	2,034,685
Other reserves		
Capital redemption reserve		
Balance at 1 April 2014 & at 31 March 2015	50	

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

16 Reconciliation of movements in Shareholders' funds	2015	2014
	£	£
Profit for the financial year	702,383	713,281
Dividends	(480,000)	(500,000)
	<u>222,383</u>	<u>213,281</u>
Proceeds from issue of shares	-	50
	<u>222,383</u>	<u>213,331</u>
Net addition to shareholders' funds	222,383	213,331
Opening Shareholders' funds	1,812,452	1,549,459
Prior year adjustment	-	49,662
	<u>2,034,835</u>	<u>1,812,452</u>
Closing Shareholders' funds		

17 Financial commitments

At 31 March 2015 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 March 2016:

	Land and buildings	
	2015	2014
	£	£
Operating leases which expire:		
Between two and five years	<u>27,200</u>	<u>27,200</u>

18 Directors' remuneration	2015	2014
	£	£
Remuneration for qualifying services	21,998	20,398
Company pension contributions to defined contribution schemes	36,000	16,000
	<u>57,998</u>	<u>36,398</u>

The number of directors for whom retirement benefits are accruing under defined contribution schemes amounted to 2 (2014 - 2).

DOC CLEANING LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2015

19 Employees

Number of employees

The average monthly number of employees (including directors) during the year was:

	2015 Number	2014 Number
Administrative staff	14	13
Management	17	17
Cleaning staff	849	691
	<u>880</u>	<u>721</u>

Employment costs

	2015 £	2014 £
Wages and salaries	9,606,117	8,446,209
Other pension costs	36,000	16,000
	<u>9,642,117</u>	<u>8,462,209</u>

20 Related party relationships and transactions

Loans to directors

Transactions in relation to loans with directors during the year are outlined in the table below:

Description	% Rate	Opening Balance £	Amounts Advanced £	Interest Charged £	Amounts Repaid £	Closing Balance £
L Andrews - Director's loan account	-	78,272	50,643	-	-	128,915
D Andrews - Director's loan account	-	89,775	13,629	-	-	103,404
		<u>168,047</u>	<u>64,272</u>	<u>-</u>	<u>-</u>	<u>232,319</u>

Dividends to Directors

The following directors, and close members of their family, were paid dividends during the year as outlined in the table below:

	2015 £	2014 £
D Andrews	240,000	250,000
L Andrews	240,000	250,000
	<u>480,000</u>	<u>500,000</u>