

REGISTERED NUMBER: 04588255

**A & J CLEANING SERVICES LIMITED**  
**ABBREVIATED UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 30TH NOVEMBER 2016**

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COMPANIES HOUSE

**A & J CLEANING SERVICES LIMITED**

**CONTENTS OF THE ABBREVIATED ACCOUNTS  
FOR THE YEAR ENDED 30TH NOVEMBER 2016**

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	<b>Page</b>
<b>Company Information</b>	<b>1</b>
<b>Abbreviated Balance Sheet</b>	<b>2</b>
<b>Notes to the Abbreviated Accounts</b>	<b>4</b>

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**A & J CLEANING SERVICES LIMITED**

**COMPANY INFORMATION  
FOR THE YEAR ENDED 30TH NOVEMBER 2016**

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**DIRECTORS:**

Miss J C Druce  
A A Polston

**SECRETARY:**

Miss J C Druce

**REGISTERED OFFICE:**

2 Lakeview Stables  
Lower St Clere  
Kemsing  
Sevenoaks  
Kent  
TN15 6NL

**REGISTERED NUMBER:**

04588255

**ACCOUNTANTS:**

Lakeview Southern Limited  
2 Lakeview Stables  
Lower St Clere  
Kemsing  
Sevenoaks  
Kent  
TN15 6NL

**ABBREVIATED BALANCE SHEET  
30TH NOVEMBER 2016**

	Notes	2016 £	2015 £
<b>FIXED ASSETS</b>			
Intangible assets	2	3,450	6,900
Tangible assets	3	<u>27,669</u>	<u>19,257</u>
		31,119	26,157
<b>CURRENT ASSETS</b>			
Stocks		-	42,000
Debtors		84,550	467
Cash at bank and in hand		<u>10,440</u>	<u>11,279</u>
		94,990	53,746
<b>CREDITORS</b>			
Amounts falling due within one year		<u>46,115</u>	<u>24,996</u>
<b>NET CURRENT ASSETS</b>		<u>48,875</u>	<u>28,750</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		79,994	54,907
<b>CREDITORS</b>			
Amounts falling due after more than one year		<u>12,763</u>	<u>8,333</u>
<b>NET ASSETS</b>		<u>67,231</u>	<u>46,574</u>
<b>CAPITAL AND RESERVES</b>			
Called up share capital	4	100	100
Profit and loss account		<u>67,131</u>	<u>46,474</u>
<b>SHAREHOLDERS' FUNDS</b>		<u>67,231</u>	<u>46,574</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th November 2016.

The members have not required the company to obtain an audit of its financial statements for the year ended 30th November 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- 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 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 abbreviated accounts

**ABBREVIATED BALANCE SHEET - continued**  
**30TH NOVEMBER 2016**

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The abbreviated accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 29/1/17 and were signed on its behalf by:

J C Druce  
Miss J C Druce - Director

The notes form part of these abbreviated accounts

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**NOTES TO THE ABBREVIATED ACCOUNTS  
FOR THE YEAR ENDED 30TH NOVEMBER 2016**

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**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 January 2015).

**Turnover**

Turnover represents net invoiced sales of goods, excluding value added tax.

**Goodwill**

Goodwill, being the amount paid in connection with the acquisition of a business in 2012, is being amortised evenly over its estimated useful life of five years.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures & fittings	- 25% on reducing balance
Motor vehicles	- 25% on reducing balance
Office equipment	- 25% on reducing balance

**Stocks**

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

Cost includes all direct expenditure and an appropriate proportion of fixed and variable overheads.

**Deferred tax**

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

**Hire purchase and leasing commitments**

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

**2. INTANGIBLE FIXED ASSETS**

	Total £
<b>COST</b>	
At 1st December 2015	
and 30th November 2016	<u>17,250</u>
<b>AMORTISATION</b>	
At 1st December 2015	10,350
Amortisation for year	<u>3,450</u>
At 30th November 2016	<u>13,800</u>
<b>NET BOOK VALUE</b>	
At 30th November 2016	<u>3,450</u>
At 30th November 2015	<u>6,900</u>

**NOTES TO THE ABBREVIATED ACCOUNTS - continued  
FOR THE YEAR ENDED 30TH NOVEMBER 2016**

**3. TANGIBLE FIXED ASSETS**

	Total £
<b>COST</b>	
At 1st December 2015	54,394
Additions	17,698
Disposals	<u>(9,258)</u>
At 30th November 2016	<u>62,834</u>
<b>DEPRECIATION</b>	
At 1st December 2015	35,137
Charge for year	7,797
Eliminated on disposal	<u>(7,769)</u>
At 30th November 2016	<u>35,165</u>
<b>NET BOOK VALUE</b>	
At 30th November 2016	<u>27,669</u>
At 30th November 2015	<u>19,257</u>

**4. CALLED UP SHARE CAPITAL**

Allotted, issued and fully paid:				
Number:	Class:	Nominal value:	2016	2015
			£	£
100	Ordinary	£1	<u>100</u>	<u>100</u>

**5. RELATED PARTY DISCLOSURES**

At the year end the Director owed the Company £31,641. (2015: £0.00)

Dividends were paid during the year to the directors in respect of their capacity as shareholders.