

REGISTERED NUMBER: 05286660 (England and Wales)

Unaudited Financial Statements for the Year Ended 31 December 2018

for

PS Mailing Services Limited

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for the Year Ended 31 December 2018

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PS Mailing Services Limited

Company Information
for the Year Ended 31 December 2018

DIRECTOR: PK Jacobs

SECRETARY: Mrs S Jacobs

REGISTERED OFFICE: Unit B3
South Western Business Park
Sherborne
Dorset
DT9 3PS

REGISTERED NUMBER: 05286660 (England and Wales)

ACCOUNTANTS: Hunts Accountants
The Old Pump House
Osborne Road
Sherborne
Dorset
DT9 3RX

Balance Sheet
31 December 2018

	Notes	31.12.18 £	£	31.12.17 £	£
FIXED ASSETS					
Tangible assets	4		35,291		26,559
CURRENT ASSETS					
Stocks		2,800		2,500	
Debtors	5	312,666		420,282	
Cash at bank and in hand		<u>235,782</u>		<u>316,776</u>	
		551,248		739,558	
CREDITORS					
Amounts falling due within one year	6	<u>274,714</u>		<u>431,793</u>	
NET CURRENT ASSETS			<u>276,534</u>		<u>307,765</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			311,825		334,324
PROVISIONS FOR LIABILITIES			<u>5,907</u>		<u>4,246</u>
NET ASSETS			<u>305,918</u>		<u>330,078</u>
CAPITAL AND RESERVES					
Called up share capital			200		200
Retained earnings			<u>305,718</u>		<u>329,878</u>
SHAREHOLDERS' FUNDS			<u>305,918</u>		<u>330,078</u>

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

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 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
- (b) 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 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 Mr PK Jacobs the director on 2 May 2019 and were signed by:

PK Jacobs - Director

Notes to the Financial Statements
for the Year Ended 31 December 2018

1. **STATUTORY INFORMATION**

PS Mailing Services 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.

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 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.

Short leasehold	- 25% on reducing balance
Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Motor vehicles	- 25% on reducing balance

Stocks

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

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.

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.

3. **EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 21 (2017 - 21) .

Notes to the Financial Statements - continued
for the Year Ended 31 December 2018

4. **TANGIBLE FIXED ASSETS**

	Short leasehold £	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Totals £
COST					
At 1 January 2018	23,163	117,354	22,926	7,500	170,943
Additions	-	20,497	-	-	20,497
At 31 December 2018	<u>23,163</u>	<u>137,851</u>	<u>22,926</u>	<u>7,500</u>	<u>191,440</u>
DEPRECIATION					
At 1 January 2018	20,844	96,177	21,198	6,165	144,384
Charge for year	580	10,419	432	334	11,765
At 31 December 2018	<u>21,424</u>	<u>106,596</u>	<u>21,630</u>	<u>6,499</u>	<u>156,149</u>
NET BOOK VALUE					
At 31 December 2018	<u>1,739</u>	<u>31,255</u>	<u>1,296</u>	<u>1,001</u>	<u>35,291</u>
At 31 December 2017	<u>2,319</u>	<u>21,177</u>	<u>1,728</u>	<u>1,335</u>	<u>26,559</u>

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

	31.12.18	31.12.17
	£	£
Trade debtors	282,906	387,212
Late billed sales	5,500	15,000
Prepayments and accrued income	<u>24,260</u>	<u>18,070</u>
	<u>312,666</u>	<u>420,282</u>

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

	31.12.18	31.12.17
	£	£
Bank loans and overdrafts	5,304	3,563
Trade creditors	69,806	121,847
Tax	4,790	7,109
Social security and other taxes	2,057	1,382
VAT	14,882	36,626
Other creditors	83,382	83,461
Directors' current accounts	18,718	25,239
Accrued expenses	<u>75,775</u>	<u>152,566</u>
	<u>274,714</u>	<u>431,793</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.