

ABBREVIATED UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 28 FEBRUARY 2014
FOR
ABBOTT'S OFFICE SERVICES LIMITED

**CONTENTS OF THE ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 28 FEBRUARY 2014**

	Page
Company Information	1
Abbreviated Balance Sheet	2
Notes to the Abbreviated Accounts	3

ABBOTT'S OFFICE SERVICES LIMITED

**COMPANY INFORMATION
FOR THE YEAR ENDED 28 FEBRUARY 2014**

DIRECTOR: Mrs D Abbott

SECRETARY: R F Abbott

REGISTERED OFFICE: 41 High Street
Flitwick
Bedfordshire
MK45 1DX

REGISTERED NUMBER: 05361262 (England and Wales)

ACCOUNTANTS: Graham Keeble Partnership LLP
Chartered Accountants
First Floor
5 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

ABBREVIATED BALANCE SHEET
28 FEBRUARY 2014

	Notes	2014 £	£	2013 £	£
FIXED ASSETS					
Tangible assets	2		5,366		6,110
CURRENT ASSETS					
Debtors		1,846		3,372	
Cash at bank		1,458		1,601	
		<u>3,304</u>		<u>4,973</u>	
CREDITORS					
Amounts falling due within one year		<u>7,761</u>		<u>10,083</u>	
NET CURRENT LIABILITIES			<u>(4,457)</u>		<u>(5,110)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>909</u>		<u>1,000</u>
CAPITAL AND RESERVES					
Called up share capital	3		50		50
Profit and loss account			<u>859</u>		<u>950</u>
SHAREHOLDERS' FUNDS			<u>909</u>		<u>1,000</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2014.

The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 2014 in accordance with Section 476 of the Companies Act 2006.

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

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 director on 21 August 2014 and were signed by:

Mrs D Abbott - Director

The notes form part of these abbreviated accounts

**NOTES TO THE ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 28 FEBRUARY 2014**

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 April 2008).

Turnover

Turnover represents net invoiced sales of goods, 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.

Fixtures and fittings	- 25% on reducing balance
Office and computer equipment	- 25% on reducing balance

Deferred tax

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

2. TANGIBLE FIXED ASSETS

	Total £
COST	
At 1 March 2013	13,488
Additions	802
At 28 February 2014	<u>14,290</u>
DEPRECIATION	
At 1 March 2013	7,378
Charge for year	1,546
At 28 February 2014	<u>8,924</u>
NET BOOK VALUE	
At 28 February 2014	<u>5,366</u>
At 28 February 2013	<u>6,110</u>

3. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2014 £	2013 £
50	Ordinary	£1	<u>50</u>	<u>50</u>

4. RELATED PARTY DISCLOSURES

During the year, total dividends of £13,074 (2013 - £12,000) were paid to the director .

During the year, total dividends of £13,074 (2013 - £12,000) were paid to the director.

NOTES TO THE ABBREVIATED ACCOUNTS - continued
FOR THE YEAR ENDED 28 FEBRUARY 2014

4. RELATED PARTY DISCLOSURES - continued

Mrs D Abbott

At the year end the amount owed to Mrs D Abbott, a director of the company, amounted to £2,785 (2013: £5,242).

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.