

**ABBREVIATED UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 28 FEBRUARY 2015  
FOR  
ABBOTT'S OFFICE SERVICES LIMITED**

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FOR THE YEAR ENDED 28 FEBRUARY 2015**

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**ABBOTT'S OFFICE SERVICES LIMITED**

**COMPANY INFORMATION  
FOR THE YEAR ENDED 28 FEBRUARY 2015**

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**DIRECTOR:** Mrs D Abbott

**SECRETARY:** R F Abbott

**REGISTERED OFFICE:** 41 High Street  
Flitwick  
Bedfordshire  
MK45 1DX

**REGISTERED NUMBER:** 05361262 (England and Wales)

**ACCOUNTANTS:** GKP (Amphill) Limited  
Chartered Accountants  
First Floor  
5 Doolittle Yard  
Froghall Road  
Amphill  
Bedfordshire  
MK45 2NW

**ABBREVIATED BALANCE SHEET**  
**28 FEBRUARY 2015**

	Notes	2015 £	£	2014 £	£
<b>FIXED ASSETS</b>					
Tangible assets	2		6,996		5,366
<b>CURRENT ASSETS</b>					
Debtors		3,166		1,846	
Cash at bank		<u>892</u>		<u>1,458</u>	
		4,058		3,304	
<b>CREDITORS</b>					
Amounts falling due within one year		<u>10,005</u>		<u>7,761</u>	
<b>NET CURRENT LIABILITIES</b>			<u>(5,947)</u>		<u>(4,457)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>1,049</u>		<u>909</u>
<b>CAPITAL AND RESERVES</b>					
Called up share capital	3		50		50
Profit and loss account			<u>999</u>		<u>859</u>
<b>SHAREHOLDERS' FUNDS</b>			<u>1,049</u>		<u>909</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2015.

The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 2015 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 May 2015 and were signed by:

Mrs D Abbott - Director

**NOTES TO THE ABBREVIATED ACCOUNTS  
FOR THE YEAR ENDED 28 FEBRUARY 2015**

**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 £
<b>COST</b>	
At 1 March 2014	14,290
Additions	3,900
At 28 February 2015	<u>18,190</u>
<b>DEPRECIATION</b>	
At 1 March 2014	8,924
Charge for year	2,270
At 28 February 2015	<u>11,194</u>
<b>NET BOOK VALUE</b>	
At 28 February 2015	<u>6,996</u>
At 28 February 2014	<u>5,366</u>

**3. CALLED UP SHARE CAPITAL**

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2015 £	2014 £
50	Ordinary	£1	<u>50</u>	<u>50</u>

NOTES TO THE ABBREVIATED ACCOUNTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2015

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4. RELATED PARTY DISCLOSURES

**Mrs D Abbott**

During the year, total dividends of £15,200 (2014 - £13,074) were paid to the director.

	2015	2014
	£	£
Amount due to related party at the balance sheet date	<u>5,242</u>	<u>2,785</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.