

UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2018

SMART GROUP SERVICES  
LIMITED (formerly known as Office  
Clean UK Limited)

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# SMART GROUP SERVICES LIMITED

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## COMPANY INFORMATION

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Director	Mr W McKenzie
Company secretary	Mr W McKenzie
Registered number	05699197
Registered office	9 The Fairway Northwood Middlesex HA6 3DZ
Accountants	Menzies LLP Chartered Accountants 3000a Parkway Whiteley Hampshire PO15 7FX

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# SMART GROUP SERVICES LIMITED

REGISTERED NUMBER:05699197

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## STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2018

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	Note	2018 £	2017 £
<b>Fixed assets</b>			
Tangible assets	4	810	4,303
		<u>810</u>	<u>4,303</u>
<b>Current assets</b>			
Stocks		1,140	1,232
Debtors: amounts falling due within one year	5	96,972	62,773
Cash at bank and in hand		76,767	70,203
		<u>174,879</u>	<u>134,208</u>
Creditors: amounts falling due within one year	6	(146,679)	(116,052)
<b>Net current assets</b>		<u>28,200</u>	<u>18,156</u>
<b>Total assets less current liabilities</b>		<u>29,010</u>	<u>22,459</u>
<b>Net assets</b>		<u><u>29,010</u></u>	<u><u>22,459</u></u>

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# SMART GROUP SERVICES LIMITED

REGISTERED NUMBER:05699197

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## STATEMENT OF FINANCIAL POSITION (CONTINUED) AS AT 31 MARCH 2018

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	Note	2018 £	2017 £
<b>Capital and reserves</b>			
Called up share capital		100	100
Profit and loss account		28,910	22,359
		<u>29,010</u>	<u>22,459</u>

The director considers that the Company is entitled to exemption from audit under section 477 of the Companies Act 2006 and members have not required the Company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements have been delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The Company has opted not to file the statement of income and retained earnings in accordance with provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the board and were signed on its behalf by:

**Mr W McKenzie**  
Director

Date: 6 September 2018

The notes on pages 3 to 6 form part of these financial statements.

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# SMART GROUP SERVICES LIMITED

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

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### 1. General information

Smart Group Services Limited (previously known as Office Clean (UK) Limited) is a private company limited by shares, registered in England and Wales. The address of its registered office is disclosed on the company information page.

### 2. Accounting policies

#### 2.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with Section 1A of Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and the Companies Act 2006.

#### 2.2 Revenue

Turnover is recognised to the extent that it is probable that the economic benefits will flow to the Company and the turnover can be reliably measured. Turnover is measured as the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes. The following criteria must also be met before turnover is recognised:

##### Rendering of services

Turnover from a contract to provide services is recognised in the period in which the services are provided in accordance with the stage of completion of the contract when all of the following conditions are satisfied:

- the amount of turnover can be measured reliably;
- it is probable that the Company will receive the consideration due under the contract;
- the stage of completion of the contract at the end of the reporting period can be measured reliably; and
- the costs incurred and the costs to complete the contract can be measured reliably.

#### 2.3 Pensions

##### Defined contribution pension plan

The Company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Company pays fixed contributions into a separate entity. Once the contributions have been paid the Company has no further payment obligations.

The contributions are recognised as an expense in the Statement of Income and Retained Earnings when they fall due. Amounts not paid are shown in accruals as a liability in the Statement of Financial Position. The assets of the plan are held separately from the Company in independently administered funds.

#### 2.4 Tangible fixed assets

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

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# SMART GROUP SERVICES LIMITED

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

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### 2. Accounting policies (continued)

#### 2.4 Tangible fixed assets (continued)

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Plant and machinery	-	20%	straight line
Motor vehicles	-	20%	straight line

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Income and Retained Earnings.

#### 2.5 Stocks

Stocks are stated at the lower of cost and net realisable value, being the estimated selling price less costs to complete and sell. Cost is based on the cost of purchase on a first in, first out basis. Work in progress and finished goods include labour and attributable overheads.

At each reporting date, stocks are assessed for impairment. If stock is impaired, the carrying amount is reduced to its selling price less costs to complete and sell. The impairment loss is recognised immediately in profit or loss.

#### 2.6 Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

#### 2.7 Creditors

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

#### 2.8 Financial instruments

The Company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to related parties and investments in non-puttable ordinary shares.

#### 2.9 Dividends

Equity dividends are recognised when they become legally payable. Interim equity dividends are recognised when paid. Final equity dividends are recognised when approved by the shareholders at an annual general meeting.

### 3. Employees

The average monthly number of employees, including directors, during the year was 63 (2017 - 58).

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# SMART GROUP SERVICES LIMITED

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

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### 4. Tangible fixed assets

	Plant and machinery £	Motor vehicles £	Total £
<b>Cost or valuation</b>			
At 1 April 2017	12,088	9,120	21,208
Additions	397	-	397
Disposals	-	(9,120)	(9,120)
At 31 March 2018	<u>12,485</u>	<u>-</u>	<u>12,485</u>
<b>Depreciation</b>			
At 1 April 2017	11,433	5,472	16,905
Charge for the year on owned assets	243	-	243
Disposals	-	(5,472)	(5,472)
At 31 March 2018	<u>11,676</u>	<u>-</u>	<u>11,676</u>
<b>Net book value</b>			
At 31 March 2018	<u>809</u>	<u>-</u>	<u>809</u>
<b>At 31 March 2017</b>	<u>655</u>	<u>3,648</u>	<u>4,303</u>

### 5. Debtors

	2018 £	2017 £
Trade debtors	96,972	62,773
	<u>96,972</u>	<u>62,773</u>

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# SMART GROUP SERVICES LIMITED

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

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### 6. Creditors: Amounts falling due within one year

	2018	2017
	£	£
Trade creditors	72,008	45,543
Corporation tax	6,950	6,547
Other taxation and social security	22,275	18,353
Obligations under finance lease and hire purchase contracts	-	2,500
Other creditors	45,446	42,754
Accruals and deferred income	-	355
	<u>146,679</u>	<u>116,052</u>

### 7. Pension commitments

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.