

**Company No : 5748893**

**A WHITE DOCUMENTATION LIMITED**

**REPORT OF THE DIRECTOR  
AND ACCOUNTS  
FOR THE YEAR ENDED  
31 MARCH 2010**

WEDNESDAY



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COMPANIES HOUSE

**REPORT OF THE DIRECTOR**

The director presents his report and the accounts of the company for the year ended 31 March 2010

**PRINCIPAL ACTIVITIES**

The company continued to trade as technical authors

**DIRECTORS**

The directors of the company during the period, and their interests in the shares of the company, were as follows -

|           | <u>Number of Shares Held</u><br><u>At 31/03/2009 &amp; 31/03/2010</u> |
|-----------|---|
| A J White | 99  |

The above report has been prepared in accordance with the small companies regime of the Companies Act 2006

On Behalf of the Board



A J White - Director

Date: 5 November 2010

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going-concern basis unless it is inappropriate to presume that the company will continue in business

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

**PROFIT & LOSS ACCOUNT**

|   | <u>Note</u> | <u>2010</u>    | <u>2009</u>    |
|---|-------------|----------------|----------------|
|   |             | <u>£</u>       | <u>£</u>       |
| Turnover                                      | <b>1(b)</b> | 54653          | 55038          |
| Staff Costs                                   | <b>2</b>    | 5754           | 5495           |
| Depreciation                                  | <b>4</b>    | 199            | 81             |
| Other Administrative Expenses                 |             | 9599           | 9205           |
|   |             | <u>15552</u>   | <u>14781</u>   |
| Operating Profit/(Loss)                       |             | 39101          | 40257          |
| Interest Received                             |             | <u>5</u>       | <u>178</u>     |
| Profit on Ordinary Activities before taxation |             | 39106          | 40435          |
| Taxation on Profit on Ordinary Activities     | <b>3</b>    | <u>8197</u>    | <u>8470</u>    |
| Profit on Ordinary Activities after taxation  |             | £ 30909        | £ 31965        |
| Dividends paid                                |             | <u>31800</u>   | <u>24700</u>   |
|   |             | (891)          | 7265           |
| Profit brought forward                        |             | <u>11435</u>   | <u>4170</u>    |
| Profit carried forward                        |             | <u>£ 10544</u> | <u>£ 11435</u> |

**BALANCE SHEET**

|   | <u>Note</u> | <u>2010</u>  |                | <u>2009</u>  |                |
|---|-------------|--------------|----------------|--------------|----------------|
|   |             | <u>£</u>     | <u>£</u>       | <u>£</u>     | <u>£</u>       |
| <b>FIXED ASSETS</b>                                       |             |              |                |              |                |
| Tangible Assets   | <b>4</b>    |              | 596            |              | 240            |
| <b>CURRENT ASSETS</b>                                     |             |              |                |              |                |
| Debtors   | <b>5</b>    | 3757         |                | 3387         |                |
| Cash at Bank  |             | 17451        |                | 19300        |                |
|   |             | <u>21208</u> |                | <u>22687</u> |                |
| <b>CURRENT LIABILITIES</b>                                |             |              |                |              |                |
| Creditors falling due within one year                     | <b>6</b>    | <u>11710</u> |                | <u>11321</u> |                |
| <b>NET CURRENT ASSETS/(LIABILITIES)</b>                   |             |              | 9498           |              | 11366          |
|   |             |              | <u>10094</u>   |              | <u>11606</u>   |
| <b>CREDITORS FALLING DUE AFTER<br/>MORE THAN ONE YEAR</b> | <b>7</b>    | (675)        |                | 21           |                |
| <b>PROVISIONS FOR LIABILITIES<br/>&amp; CHARGES</b>       | <b>8</b>    | <u>125</u>   | (550)          | <u>50</u>    | 71             |
|   |             |              | <u>£ 10644</u> |              | <u>£ 11535</u> |
| <b>CAPITAL AND RESERVES</b>                               |             |              |                |              |                |
| Called-Up Share Capital                                   | <b>9</b>    |              | 100            |              | 100            |
| Profit & Loss Account                                     | <b>12</b>   |              | <u>10544</u>   |              | <u>11435</u>   |
| <b>SHAREHOLDERS' FUNDS</b>                                |             |              | <u>£ 10644</u> |              | <u>£ 11535</u> |

**(Continued on Page 5)**

**BALANCE SHEET (CONTINUED)**

For the financial year ended 31 March 2010 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies

For the year in question no notice has been deposited under Section 476 requiring the company to obtain an audit of its accounts

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime, and in accordance with the Financial Reporting Standard for Small Entities (effective April 2008)

Approved by the Board on 5 November 2010  
and signed on its behalf



A J White - Director

**NOTES TO THE ACCOUNTS**

**1 ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material to the company's affairs

**(a) Basis of Preparation**

The financial statements set out on pages 3 to 10 are prepared under the historical cost accounting rules and in accordance with the Financial Reporting Standard for Small Entities (effective April 2008)

**(b) Turnover**

Turnover represents amounts chargeable by the company for goods and services provided during the year

**(c) Depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write-off the cost less estimated residual value of each asset over its expected useful life, as follows -

Fixtures, Fittings, Tools & Equipment - 25% per annum

In each case the 'reducing-balance' method is used

**(d) Taxation**

The charge for taxation is based on the profit or loss for the year and takes into account taxation deferred because of timing differences between the treatment of certain items for taxation and accounting purposes. Provision is made for deferred tax in respect of all material timing differences

**NOTES TO THE ACCOUNTS (CONTINUED)****2     STAFF COSTS**

(a) The average number of persons, including directors, employed by the company was one (2009 = 1)

(b) Directors' emoluments were as follows -

|                       | <u>2010</u>   | <u>2009</u>   |
|-----------------------|---------------|---------------|
|                       | <u>£</u>      | <u>£</u>      |
| Salary                | 5750          | 5488          |
| Social Security Costs | 4             | 7             |
|                       | <u>£ 5754</u> | <u>£ 5495</u> |

**3     TAXATION CHARGE**

The taxation charge on the Profit on Ordinary Activities was as follows -

|                                      |               |               |
|--------------------------------------|---------------|---------------|
| Corporation Tax payable              | 8122          | 8443          |
| Deferred Taxation Provision (Note 8) | 75            | 27            |
|                                      | <u>£ 8197</u> | <u>£ 8470</u> |



**NOTES TO THE ACCOUNTS (CONTINUED)****4 TANGIBLE FIXED ASSETS****(Fixtures, Fittings, Tools & Equipment)**

|                           | <u>2010</u>  | <u>2009</u>  |
|---------------------------|--------------|--------------|
|                           | <u>£</u>     | <u>£</u>     |
| <u>Cost</u>               |              |              |
| To 1 April 2009           | 547          | 547          |
| Additions                 | 555          | -            |
|                           | <u>1102</u>  | <u>547</u>   |
| <u>Depreciation</u>       |              |              |
| To 1 April 2009           | 307          | 226          |
| Charge for the Year       | 199          | 81           |
|                           | <u>506</u>   | <u>307</u>   |
| <u>Written-Down Value</u> |              |              |
| At 31 March 2010          | <u>£ 596</u> | <u>£ 240</u> |
| At 31 March 2009          | <u>£ 240</u> | <u>£ 321</u> |

**NOTES TO THE ACCOUNTS (CONTINUED)**

|  | <u>2010</u>       | <u>2009</u>       |
|--|-------------------|-------------------|
|  | <u>£</u>          | <u>£</u>          |
| 5 <b><u>DEBTORS</u></b>  |                   |                   |
| Trade Debtors receivable within one year                       | £ 3757            | £ 3387            |
|  | <u>          </u> | <u>          </u> |
| 6 <b><u>CREDITORS falling due within one year</u></b>          |                   |                   |
| Accrued Expenses   | 763               | 676               |
| Other Taxation   | 2825              | 2202              |
| Corporation Tax payable  | 8122              | 8443              |
|  | <u>          </u> | <u>          </u> |
|  | £ 11710           | £ 11321           |
|  | <u>          </u> | <u>          </u> |
| 7 <b><u>CREDITORS FALLING DUE AFTER MORE THAN ONE YEAR</u></b> |                   |                   |
| Director's Loan Account  | £ (675)           | £ 21              |
|  | <u>          </u> | <u>          </u> |

The director's loan account is unsecured, interest-free and has no fixed repayment terms

8 **PROVISIONS FOR LIABILITIES AND CHARGES**  
(Deferred Taxation Provision)

The movement on this account during the period was as follows -

|  |                   |                   |
|--|-------------------|-------------------|
| Beginning of the Year                    | 50                | 23                |
| Charge/(Credit) to Profit & Loss Account | 75                | 27                |
|  | <u>          </u> | <u>          </u> |
| End of the Year                          | £ 125             | £ 50              |
|  | <u>          </u> | <u>          </u> |

Deferred taxation provision (@21%) comprises -

|                                |                   |                   |
|--------------------------------|-------------------|-------------------|
| Accelerated Capital Allowances | £ 125             | £ 50              |
|                                | <u>          </u> | <u>          </u> |

**NOTES TO THE ACCOUNTS (CONTINUED)****9 SHARE CAPITAL**

(At 31/03/2009 and 31/03/2010)

Authorised -

|                            |   |                   |
|----------------------------|---|-------------------|
| Ordinary Shares of £1 each | £ | 100               |
|                            |   | <u>          </u> |

Allotted, Called-Up, and fully paid:-

|                            |   |                   |
|----------------------------|---|-------------------|
| Ordinary Shares of £1 each | £ | 100               |
|                            |   | <u>          </u> |

**10 COMMITMENTS**

There were no outstanding commitments for capital expenditure and no contingent liabilities not provided for (2009 = Nil)

**11 TRANSACTIONS WITH DIRECTORS**

Payments were made during the year to the director for the use of his private motor car  
This was paid at commercial rates and amounted to £8640 (2009 = £8400)

**12 RESERVES**

(Profit &amp; Loss Account)

|  | <u>2010</u>    | <u>2009</u>    |
|--|----------------|----------------|
|  | £              | £              |
| Profit for the year after taxation     | 30909          | 31965          |
| Dividends paid                         | <u>(31800)</u> | <u>(24700)</u> |
| Net addition / (reduction) in the year | (891)          | 7265           |
| At 1 April 2009                        | <u>11435</u>   | <u>4170</u>    |
| At 31 March 2010                       | <u>£ 10544</u> | <u>£ 11435</u> |