

Registered Number 06871618

Mycompleteoffice Ltd

Abbreviated Accounts

30 June 2011

Mycompleteoffice Ltd

Registered Number 06871618

Company Information

Registered Office:

Meadow Way
Threehammer Common
Neatishead
Norwich
Norfolk
NR12 8BP

Reporting Accountants:

Hines Harvey Woods Ltd
Chartered Certified Accountants
Queens Head House
The Street
Acle
Norwich
NR13 3DY

Mycompleteoffice Ltd

Registered Number 06871618

Balance Sheet as at 30 June 2011

| | Notes | 2011 £ | 2010 £ |
|---|-------|---------------|---------------|
| Fixed assets | | | |
| Intangible | 2 | 1,596 | 2,394 |
| Tangible | 3 | 878 | 1,433 |
| | | <u>2,474</u> | <u>3,827</u> |
| Current assets | | | |
| Debtors | | 6,194 | 4,747 |
| Cash at bank and in hand | | 31,451 | 23,051 |
| Total current assets | | <u>37,645</u> | <u>27,798</u> |
| Creditors: amounts falling due within one year | | (27,896) | (26,198) |
| Net current assets (liabilities) | | 9,749 | 1,600 |
| Total assets less current liabilities | | <u>12,223</u> | <u>5,427</u> |
| Provisions for liabilities | | (444) | 0 |
| Total net assets (liabilities) | | <u>11,779</u> | <u>5,427</u> |
| Capital and reserves | | | |
| Called up share capital | 4 | 10,000 | 10,000 |
| Profit and loss account | | 1,779 | (4,573) |
| Shareholders funds | | <u>11,779</u> | <u>5,427</u> |

-
- a. For the year ending 30 June 2011 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
 - b. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
 - c. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
 - d. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the board on 21 March 2012

And signed on their behalf by:

Mr K Greenwood, Director

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 1068 of the Companies Act 2006.

Notes to the Abbreviated Accounts

For the year ending 30 June 2011

1 **Accounting policies**

Basis of preparing the financial statements

The loss for the first trading period arose due to the costs associated with the commencement of a new business and gaining then retaining customers. During the year the company has increased income streams and reduced expenditure and moved into profit. The director anticipates profitability and business growth over the forthcoming 12 months. The director has also agreed to financially support the company to enable payment of debts as and when they fall due and he is therefore of the opinion that the going concern basis is appropriate.

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.

Intangible assets - computer software and websites

The cost of own work developing software and websites has been capitalised and written off over the expected life of the assets.

Deferred tax

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

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Computer equipment 33% on cost

2 **Intangible fixed assets**

| Cost or valuation | £ |
|---------------------------|--------------|
| At 01 July 2010 | <u>2,394</u> |
| At 30 June 2011 | <u>2,394</u> |
| Amortisation | |
| Charge for year | <u>798</u> |
| At 30 June 2011 | <u>798</u> |
| Net Book Value | |
| At 30 June 2011 | 1,596 |
| At 30 June 2010 | <u>2,394</u> |

3 Tangible fixed assets

| | | Total |
|-----------------------|---|--------------|
| | | £ |
| Cost | | |
| At 01 July 2010 | | 1,986 |
| Additions | - | 133 |
| At 30 June 2011 | - | <u>2,119</u> |
| Depreciation | | |
| At 01 July 2010 | | 553 |
| Charge for year | - | 688 |
| At 30 June 2011 | - | <u>1,241</u> |
| Net Book Value | | |
| At 30 June 2011 | | 878 |
| At 30 June 2010 | - | <u>1,433</u> |

4 Share capital

| | 2011 | 2010 |
|--|-------------|-------------|
| | £ | £ |
| Allotted, called up and fully paid: | | |
| 10000 Ordinary shares of £1 each | 10,000 | 10,000 |

5 Transactions with directors

During the period Mr K Greenwood made a loan to the company with no formal repayment terms and on which no interest was charged. At 30 June 2011 the balance included in other creditors was £169 (£7,555 - 2010).

6 Ultimate controlling party

Mr K Greenwood is director and 100% shareholder of the company.