

Abbreviated Accounts for the Year Ended 31 December 2013

for

Gryffe Professional Services Limited

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for the Year Ended 31 December 2013

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Gryffe Professional Services Limited

Company Information
for the Year Ended 31 December 2013

DIRECTORS:

A Munro
Mrs L Munro

REGISTERED OFFICE:

9 Brierie Avenue
HOUSTON
Renfrewshire
PA6 7BQ

REGISTERED NUMBER:

SC312976 (Scotland)

ACCOUNTANTS:

IDS + Co
Chartered Accountants
38 Beansburn
Kilmarnock
Ayrshire
KA3 1RL

Abbreviated Balance Sheet
31 December 2013

	Notes	31.12.13 £	£	31.12.12 £	£
FIXED ASSETS					
Tangible assets	2		123		457
Investments	3		200		1
			<u>323</u>		<u>458</u>
CURRENT ASSETS					
Debtors		58,081		6,726	
Prepayments and accrued income		-		8,775	
Cash at bank		12,913		20,872	
		<u>70,994</u>		<u>36,373</u>	
CREDITORS					
Amounts falling due within one year		13,444		18,780	
NET CURRENT ASSETS			<u>57,550</u>		<u>17,593</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>57,873</u>		<u>18,051</u>
CAPITAL AND RESERVES					
Called up share capital	4		2		2
Profit and loss account			57,871		18,049
SHAREHOLDERS' FUNDS			<u>57,873</u>		<u>18,051</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2013.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2013 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their 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 Board of Directors on 15 August 2014 and were signed on its behalf by:

A Munro - Director

The notes form part of these abbreviated accounts

Notes to the Abbreviated Accounts
for the Year Ended 31 December 2013

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 services, 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.

Plant and machinery etc - 33% on cost

2. **TANGIBLE FIXED ASSETS**

	Total £
COST	
At 1 January 2013	
and 31 December 2013	<u>1,003</u>
DEPRECIATION	
At 1 January 2013	546
Charge for year	<u>334</u>
At 31 December 2013	<u>880</u>
NET BOOK VALUE	
At 31 December 2013	<u>123</u>
At 31 December 2012	<u>457</u>

3. **FIXED ASSET INVESTMENTS**

	Investments other than loans £
COST	
At 1 January 2013	1
Additions	<u>199</u>
At 31 December 2013	<u>200</u>
NET BOOK VALUE	
At 31 December 2013	<u>200</u>
At 31 December 2012	<u>1</u>

Notes to the Abbreviated Accounts - continued
for the Year Ended 31 December 2013

3. FIXED ASSET INVESTMENTS - continued

The company's investments at the balance sheet date in the share capital of companies include the following:

Associated company

Construction & Property Services Limited

Nature of business: Construction services

	%
Class of shares:	holding
Ordinary	33.33

On 10 June 2013 598 additional shares were issued in the company Construction & Property Services Limited of which 199 were issued to Gryffe Professional Services Ltd thus reducing the shareholding from 50% to 33.33%.

4. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	31.12.13 £	31.12.12 £
2	Ordinary	£1	<u>2</u>	<u>2</u>

5. DIRECTORS' ADVANCES, CREDITS AND GUARANTEES

During the year the A Munro loaned the company £38,969 and was repaid £36,355. As at 31 December 2013 the amount due to be paid is £3,353 (31.12.12 - £739).

6. ULTIMATE CONTROLLING PARTY

During the period the company has been under the control of its directors.

Chartered Accountants' Report to the Board of Directors
on the Unaudited Financial Statements of
Gryffe Professional Services Limited

The following reproduces the text of the report prepared for the directors in respect of the company's annual unaudited financial statements, from which the unaudited abbreviated accounts (set out on pages two to four) have been prepared.

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Gryffe Professional Services Limited for the year ended 31 December 2013 which comprise the Profit and Loss Account, the Balance Sheet, and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants of Scotland, we are subject to its ethical and other professional requirements which are detailed at <http://www.icas.org.uk/accountspreparationguidance>.

This report is made solely to the Board of Directors of Gryffe Professional Services Limited, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Gryffe Professional Services Limited and state those matters that we have agreed to state to the Board of Directors of Gryffe Professional Services Limited, as a body, in this report in accordance with the requirements of the Institute of Chartered Accountants of Scotland as detailed at <http://www.icas.org.uk/accountspreparationguidance>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Gryffe Professional Services Limited has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Gryffe Professional Services Limited. You consider that Gryffe Professional Services Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Gryffe Professional Services Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

IDS + Co
Chartered Accountants
38 Beansburn
Kilmarnock
Ayrshire
KA3 1RL

15 August 2014

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.