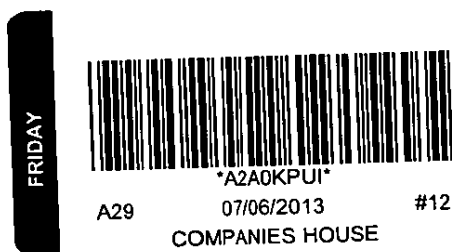


**Report of the Directors and  
Unaudited Financial Statements for the Year Ended 31 October 2012  
for  
SAPPHIRE INVESTIGATIONS BUREAU LIMITED**



**SAPPHIRE INVESTIGATIONS BUREAU LIMITED (REGISTERED NUMBER: 00777693)**

**Contents of the Financial Statements**  
***for the year ended 31 October 2012***

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# **SAPPHIRE INVESTIGATIONS BUREAU LIMITED**

## **Company Information** *for the year ended 31 October 2012*

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**DIRECTORS:**

J E Peachman  
M W Peachman  
P B Peachman

**SECRETARY:**

P B Peachman

**REGISTERED OFFICE.**

Sapphire House  
Ipswich Road  
Long Stratton  
Norwich  
Norfolk  
NR15 2TH

**REGISTERED NUMBER.**

00777693 (England and Wales)

**ACCOUNTANTS**

Rostrons  
Chartered Accountants  
Yare House  
62-64 Thorpe Road  
Norwich  
Norfolk  
NR1 1RY

**Report of the Directors  
for the year ended 31 October 2012**

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The directors present their report with the financial statements of the company for the year ended 31 October 2012

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was that of investigation and litigation support services

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1 November 2011 to the date of this report

J E Peachman  
M W Peachman  
P B Peachman

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

**ON BEHALF OF THE BOARD**



P B Peachman - Secretary

21 May 2013

**Chartered Accountants' Report to the Board of Directors  
on the Unaudited Financial Statements of  
Sapphire Investigations Bureau Limited**

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Sapphire Investigations Bureau Limited for the year ended 31 October 2012 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 in England and Wales, we are subject to its ethical and professional requirements which are detailed at [icaew.com/membershandbook](http://icaew.com/membershandbook)

This report is made solely to the Board of Directors of Sapphire Investigations Bureau 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 Sapphire Investigations Bureau Limited and state those matters that we have agreed to state to the Board of Directors of Sapphire Investigations Bureau Limited, as a body, in this report in accordance with the requirements of the Institute of Chartered Accountants in England and Wales as detailed in AAF 2/10 at [icaew.com/compilation](http://icaew.com/compilation). 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 Sapphire Investigations Bureau 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 Sapphire Investigations Bureau Limited. You consider that Sapphire Investigations Bureau 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 Sapphire Investigations Bureau 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.



Rostrons  
Chartered Accountants  
Yare House  
62-64 Thorpe Road  
Norwich  
Norfolk  
NR1 1RY

21 May 2013

**SAPPHIRE INVESTIGATIONS BUREAU LIMITED (REGISTERED NUMBER: 00777693)**

**Profit and Loss Account**  
***for the year ended 31 October 2012***

	Notes	31/10/12 £	31/10/11 £
<b>TURNOVER</b>		<b>127,487</b>	110,173
Administrative expenses		<u>113,768</u>	<u>120,141</u>
		13,719	(9,968)
Other operating income		<u>5,402</u>	<u>5,107</u>
<b>OPERATING PROFIT/(LOSS)</b>	2	<b>19,121</b>	(4,861)
Interest receivable and similar income		<u>3</u>	<u>5</u>
<b>PROFIT/(LOSS) ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		<b>19,124</b>	(4,856)
Tax on profit/(loss) on ordinary activities	3	<u>819</u>	<u>-</u>
<b>PROFIT/(LOSS) FOR THE FINANCIAL YEAR</b>		<b><u>18,305</u></b>	<b><u>(4,856)</u></b>

The notes form part of these financial statements

**SAPPHIRE INVESTIGATIONS BUREAU LIMITED (REGISTERED NUMBER: 00777693)****Balance Sheet  
31 October 2012**

		31/10/12		31/10/11	
	Notes	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	5		14,835		18,304
Investment property	6		150,000		150,000
			<u>164,835</u>		<u>168,304</u>
<b>CURRENT ASSETS</b>					
Debtors	7	23,780		16,453	
Cash at bank and in hand		20,472		15,028	
		<u>44,252</u>		<u>31,481</u>	
<b>CREDITORS</b>					
Amounts falling due within one year	8	18,434		15,437	
<b>NET CURRENT ASSETS</b>			<u>25,818</u>		<u>16,044</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>190,653</u>		<u>184,348</u>
<b>CAPITAL AND RESERVES</b>					
Called up share capital	9		9,910		9,910
Revaluation reserve	10		131,250		131,250
Profit and loss account	10		49,493		43,188
<b>SHAREHOLDERS' FUNDS</b>			<u>190,653</u>		<u>184,348</u>

The notes form part of these financial statements

**Balance Sheet - continued**  
**31 October 2012**

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The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2012

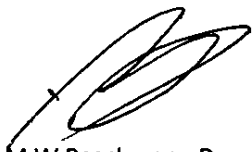
The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2012 in accordance with Section 476 of the Companies Act 2006

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
- (b) 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

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Board of Directors on 21 May 2013 and were signed on its behalf by

A handwritten signature in black ink, appearing to be 'M W Peachman', written over a horizontal line.

M W Peachman - Director

**Notes to the Financial Statements**  
**for the year ended 31 October 2012**

**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

Office equipment	- 20% straight line
Motor vehicles	- 20% reducing balance

**Investment property**

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in market value is transferred to a revaluation reserve.

Investment properties are included in the balance sheet at their open market value and are not depreciated. Although this accounting policy is in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), it is a departure from the general requirement of the Companies Act 2006 for all tangible assets to be depreciated. In the opinion of the directors compliance with the standard is necessary for the financial statements to give a true and fair view.

**Pension costs and other post-retirement benefits**

The company contributes to the personal pension schemes of certain directors. Contributions payable are charged to the profit and loss account in the period to which they relate.

**2 OPERATING PROFIT/(LOSS)**

The operating profit (2011 - operating loss) is stated after charging

	31/10/12	31/10/11
	£	£
Depreciation - owned assets	4,100	5,362
Pension costs	3,000	3,000
	<u>          </u>	<u>          </u>
Directors' remuneration	43,230	50,030
Directors' pension contributions to money purchase schemes	3,000	3,000
	<u>          </u>	<u>          </u>

The number of directors to whom retirement benefits were accruing was as follows

Money purchase schemes	<u>2</u>	<u>2</u>
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**Notes to the Financial Statements - continued**  
**for the year ended 31 October 2012**

**3 TAXATION****Analysis of the tax charge**

The tax charge on the profit on ordinary activities for the year was as follows

	31/10/12 £	31/10/11 £
Current tax		
UK corporation tax	819	-
	<u>819</u>	<u>-</u>
Tax on profit/(loss) on ordinary activities	<u>819</u>	<u>-</u>

**4 DIVIDENDS**

	31/10/12 £	31/10/11 £
Ordinary shares of £1 each		
Dividends paid	<u>12,000</u>	<u>12,000</u>

**5 TANGIBLE FIXED ASSETS**

	Office equipment £	Motor vehicles £	Totals £
<b>COST</b>			
At 1 November 2011	19,838	27,071	46,909
Additions	631	-	631
Disposals	(270)	-	(270)
	<u>20,199</u>	<u>27,071</u>	<u>47,270</u>
At 31 October 2012	<u>20,199</u>	<u>27,071</u>	<u>47,270</u>
<b>DEPRECIATION</b>			
At 1 November 2011	18,069	10,536	28,605
Charge for year	793	3,307	4,100
Eliminated on disposal	(270)	-	(270)
	<u>18,592</u>	<u>13,843</u>	<u>32,435</u>
At 31 October 2012	<u>18,592</u>	<u>13,843</u>	<u>32,435</u>
<b>NET BOOK VALUE</b>			
At 31 October 2012	<u>1,607</u>	<u>13,228</u>	<u>14,835</u>
At 31 October 2011	<u>1,769</u>	<u>16,535</u>	<u>18,304</u>

**Notes to the Financial Statements - continued**  
**for the year ended 31 October 2012**

**6 INVESTMENT PROPERTY**

	Total £
<b>COST</b>	
At 1 November 2011 and 31 October 2012	<u>150,000</u>
<b>NET BOOK VALUE</b>	
At 31 October 2012	<u>150,000</u>
At 31 October 2011	<u>150,000</u>

Investment property was valued on an open market basis on 31 October 2012 by the directors

If the investment property were to be sold at the revalued figure of £150,000 the estimated tax payable on disposal would be £24,000 (31/10/11 - £24,000)

**7 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/10/12 £	31/10/11 £
Trade debtors	18,253	12,333
Other debtors	5,527	4,120
	<u>23,780</u>	<u>16,453</u>

**8 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/10/12 £	31/10/11 £
Trade creditors	1,885	1,676
Taxation and social security	6,304	5,080
Other creditors	10,245	8,681
	<u>18,434</u>	<u>15,437</u>

**9 CALLED UP SHARE CAPITAL**

Allotted, issued and fully paid			31/10/12	31/10/11
Number	Class	Nominal value	£	£
9,910	Ordinary	£1	<u>9,910</u>	<u>9,910</u>

**Notes to the Financial Statements - continued**  
**for the year ended 31 October 2012**

**10 RESERVES**

	Profit and loss account £	Revaluation reserve £	Totals £
At 1 November 2011	43,188	131,250	174,438
Profit for the year	18,305	-	18,305
Dividends	(12,000)	-	(12,000)
At 31 October 2012	<u>49,493</u>	<u>131,250</u>	<u>180,743</u>

**11 RELATED PARTY DISCLOSURES**

During the year dividends were paid to the following directors

	31/10/12 £	31/10/11 £
M W Peachman	6,000	6,000
P B Peachman	<u>6,000</u>	<u>6,000</u>

**P B Peachman**  
 Director

During the year the company benefited from a loan which was unsecured, interest free and had no fixed repayment terms

	31/10/12 £	31/10/11 £
Amount due to related party at the balance sheet date	<u>5,000</u>	<u>3,700</u>

**M W Peachman**  
 Director

During the year the company benefited from a loan which was unsecured, interest-free and had no fixed repayment terms

	31/10/12 £	31/10/11 £
Amount due to related party at the balance sheet date	<u>4,000</u>	<u>3,700</u>