

Report of the Directors and
Unaudited Financial Statements for the Year Ended 31 October 2013
for
SAPPHIRE INVESTIGATIONS BUREAU LIMITED



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for the year ended 31 October 2013

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SAPPHIRE INVESTIGATIONS BUREAU LIMITED

Company Information ***for the year ended 31 October 2013***

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 2013**

The directors present their report with the financial statements of the company for the year ended 31 October 2013.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 November 2012 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

5 June 2014

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

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 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 in England and Wales, we are subject to its ethical and professional requirements which are detailed at 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. 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

5 June 2014

SAPPHIRE INVESTIGATIONS BUREAU LIMITED (REGISTERED NUMBER: 00777693)

Profit and Loss Account
for the year ended 31 October 2013

	Notes	31/10/13 £	31/10/12 £
TURNOVER		127,600	127,487
Administrative expenses		115,610	113,768
		11,990	13,719
Other operating income		5,422	5,402
OPERATING PROFIT	2	17,412	19,121
Interest receivable and similar income		6	3
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		17,418	19,124
Tax on profit on ordinary activities	3	1,023	819
PROFIT FOR THE FINANCIAL YEAR		16,395	18,305

The notes form part of these financial statements

SAPPHIRE INVESTIGATIONS BUREAU LIMITED (REGISTERED NUMBER: 00777693)

Balance Sheet
31 October 2013

		31/10/13		31/10/12	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	5		11,650		14,835
Investment property	6		150,000		150,000
			<u>161,650</u>		<u>164,835</u>
CURRENT ASSETS					
Debtors	7	23,843		23,780	
Cash at bank and in hand		26,534		20,472	
		<u>50,377</u>		<u>44,252</u>	
CREDITORS					
Amounts falling due within one year	8	16,979		18,434	
NET CURRENT ASSETS			<u>33,398</u>		<u>25,818</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>195,048</u>		<u>190,653</u>
CAPITAL AND RESERVES					
Called up share capital	9		9,910		9,910
Revaluation reserve	10		131,250		131,250
Profit and loss account	10		53,888		49,493
SHAREHOLDERS' FUNDS			<u>195,048</u>		<u>190,653</u>

The notes form part of these financial statements

Balance Sheet - continued
31 October 2013

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

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 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
- (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 5 June 2014 and were signed on its behalf by:



M W Peachman - Director

Notes to the Financial Statements
for the year ended 31 October 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.

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

The operating profit is stated after charging:

	31/10/13	31/10/12
	£	£
Depreciation - owned assets	3,214	4,100
Loss on disposal of fixed assets	215	-
Pension costs	3,000	3,000
	<u>6,429</u>	<u>7,100</u>
Directors' remuneration	44,312	43,230
Directors' pension contributions to money purchase schemes	3,000	3,000
	<u>47,312</u>	<u>46,230</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 2013

3. TAXATION

Analysis of the tax charge

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

	31/10/13 £	31/10/12 £
Current tax:		
UK corporation tax	1,023	819
Tax on profit on ordinary activities	<u>1,023</u>	<u>819</u>

4. DIVIDENDS

	31/10/13 £	31/10/12 £
Ordinary shares of £1 each		
Dividends paid	<u>12,000</u>	<u>12,000</u>

5. TANGIBLE FIXED ASSETS

	Office equipment £	Motor vehicles £	Totals £
COST			
At 1 November 2012	20,199	27,071	47,270
Additions	244	-	244
Disposals	(8,815)	-	(8,815)
At 31 October 2013	<u>11,628</u>	<u>27,071</u>	<u>38,699</u>
DEPRECIATION			
At 1 November 2012	18,592	13,843	32,435
Charge for year	568	2,646	3,214
Eliminated on disposal	(8,600)	-	(8,600)
At 31 October 2013	<u>10,560</u>	<u>16,489</u>	<u>27,049</u>
NET BOOK VALUE			
At 31 October 2013	<u>1,068</u>	<u>10,582</u>	<u>11,650</u>
At 31 October 2012	<u>1,607</u>	<u>13,228</u>	<u>14,835</u>

Notes to the Financial Statements - continued
for the year ended 31 October 2013

6. INVESTMENT PROPERTY

	Total £
COST	
At 1 November 2012 and 31 October 2013	<u>150,000</u>
NET BOOK VALUE	
At 31 October 2013	<u>150,000</u>
At 31 October 2012	<u>150,000</u>

Investment property was valued on an open market basis on 31 October 2013 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 (31/10/12 - £24,000).

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/10/13 £	31/10/12 £
Trade debtors	20,017	18,253
Other debtors	3,826	5,527
	<u>23,843</u>	<u>23,780</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/10/13 £	31/10/12 £
Trade creditors	1,242	1,885
Taxation and social security	6,037	6,304
Other creditors	9,700	10,245
	<u>16,979</u>	<u>18,434</u>

9. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:			31/10/13	31/10/12
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 2013

10. RESERVES

	Profit and loss account £	Revaluation reserve £	Totals £
At 1 November 2012	49,493	131,250	180,743
Profit for the year	16,395	-	16,395
Dividends	(12,000)	-	(12,000)
At 31 October 2013	<u>53,888</u>	<u>131,250</u>	<u>185,138</u>

11. RELATED PARTY DISCLOSURES

During the year, total dividends of £12,000 (2012 - £12,000) were paid to the directors.

P B Peachman
 Director

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

	31/10/13 £	31/10/12 £
Amount due to related party at the balance sheet date	<u>4,500</u>	<u>5,000</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.

	31/10/13 £	31/10/12 £
Amount due to related party at the balance sheet date	<u>4,000</u>	<u>4,000</u>