

**REGISTERED NUMBER: 01487253**

**UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2018**

**FOR**

**SERVICE SERVICE EMPLOYMENT**  
**AGENCY LIMITED**

**SERVICE SERVICE EMPLOYMENT**  
**AGENCY LIMITED (REGISTERED NUMBER: 01487253)**

**ABRIDGED BALANCE SHEET**  
**30 June 2018**

	Notes	2018 £	£	2017 £	£
<b>FIXED ASSETS</b>					
Tangible assets	4		8,714		8,551
<b>CURRENT ASSETS</b>					
Debtors		319,452		283,438	
Cash at bank and in hand		<u>30,538</u>		<u>86,217</u>	
		349,990		369,655	
<b>CREDITORS</b>					
Amounts falling due within one year		<u>197,344</u>		<u>224,106</u>	
<b>NET CURRENT ASSETS</b>			<u>152,646</u>		<u>145,549</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			161,360		154,100
<b>PROVISIONS FOR LIABILITIES</b>			<u>1,443</u>		<u>1,419</u>
<b>NET ASSETS</b>			<u>159,917</u>		<u>152,681</u>
<b>RESERVES</b>					
Called up share capital			100		100
Retained earnings			<u>159,817</u>		<u>152,581</u>
<b>SHAREHOLDERS' FUNDS</b>			<u>159,917</u>		<u>152,681</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2018 in accordance with Section 476 of the Companies Act 2006.

The director acknowledges his 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)

**SERVICE SERVICE EMPLOYMENT**  
**AGENCY LIMITED (REGISTERED NUMBER: 01487253)**

**ABRIDGED BALANCE SHEET - continued**  
**30 June 2018**

The financial statements have been prepared and delivered in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

All the members have consented to the preparation of an abridged Balance Sheet for the year ended 30 June 2018 in accordance with Section 444(2A) of the Companies Act 2006.

In accordance with Section 444 of the Companies Act 2006, the Income Statement has not been delivered.

The financial statements were approved by the director on 8 November 2018 and were signed by:

A W Pitt - Director

**SERVICE SERVICE EMPLOYMENT**  
**AGENCY LIMITED (REGISTERED NUMBER: 01487253)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 30 June 2018**

**1. STATUTORY INFORMATION**

Service Service Employment Agency Limited is a private company, limited by shares, registered in England and Wales. The company's registered number is 01487253 and the registered office is First Floor, 5 Queen Street, Norwich, Norfolk NR2 4SG.

The presentation currency of the financial statements is sterling.

**2. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Turnover**

Turnover comprises the value of services invoiced to customers 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.

Fixtures and fittings - 20% on reducing balance

Computer equipment - 20% on cost

**Taxation**

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

**Deferred tax**

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

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

**Contributions to pension funds**

The pension schemes are defined contribution schemes externally maintained. The charge in the profit and loss account is the amount of the contributions paid during the year.

**SERVICE SERVICE EMPLOYMENT**  
**AGENCY LIMITED (REGISTERED NUMBER: 01487253)**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**for the year ended 30 June 2018**

3. **EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 75 (2017 - 83 ) .

4. **TANGIBLE FIXED ASSETS**

	Totals £
<b>COST</b>	
At 1 July 2017	27,213
Additions	4,740
At 30 June 2018	<u>31,953</u>
<b>DEPRECIATION</b>	
At 1 July 2017	18,662
Charge for year	4,577
At 30 June 2018	<u>23,239</u>
<b>NET BOOK VALUE</b>	
At 30 June 2018	<u>8,714</u>
At 30 June 2017	<u>8,551</u>

5. **LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2018 £	2017 £
Within one year	12,500	12,500
Between one and five years	<u>34,375</u>	<u>46,875</u>
	<u>46,875</u>	<u>59,375</u>

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.