



Companies House
— for the record —

363a_(ef)

Annual Return



XFH6Y669

Received for filing in Electronic Format on the: **02/01/2009**

Company Name: **HP SECRETARIAL SERVICES LIMITED**

Company Number: **01755417**

Company Details

Period Ending: **16/12/2008**

Company Type: **PRIVATE COMPANY LIMITED BY SHARES**

Principal Business Activities:

SIC codes:

7499

*Registered Office
Address:*

**OXFORD HOUSE
CLIFTONVILLE
NORTHAMPTON
NN1 5PN**

*Register of
Members Address:*

**OXFORD HOUSE
CLIFTONVILLE
NORTHAMPTON
NN1 5PN**

*Register of Debenture
Holders Address:*

Details of Officers of the Company

Company Secretary 1:

Name: **GERALD MARK
COULDRAKE**

Address: **14 THE GREEN
BRAFIELD ON THE GREEN
NORTHAMPTON
NORTHAMPTONSHIRE
NN7 1BB**

Director 1 :

Name: **ANDREW JONATHAN
BARNES**

Address: **LITTLE WITCHINGHAM HALL LITTLE
WITCHINGHAM
NORWICH
NORFOLK
NR9 5NY**

Date of Birth: **12/03/1957** *Nationality:* **BRITISH** *Occupation:* **SOLICITOR**

Director 2 :

Name: **CHARLES RICHARD
BENNION**

Address: **THE OLD FARM LAUGHTON
LUTTERWORTH
LEICESTERSHIRE
LE17 6QD**

Date of Birth: **22/10/1948** *Nationality:* **BRITISH** *Occupation:* **SOLICITOR**

Director 3 :

Name: **ANDREW ROGER BURNELL** Address: **ALKERTON GROUNDS BALSCOTE
BANBURY
OXFORD
OX15 6JS**

Date of Birth: **26/02/1947** Nationality: **BRITISH** Occupation: **SOLICITOR**

Director 4 :

Name: **ROBERT PETER COLMAN** Address: **4 JUDGES WALK
NORWICH
NORFOLK
NR4 7QF**

Date of Birth: **23/12/1976** Nationality: **BRITISH** Occupation: **SOLICITOR**

Director 5 :

Name: **MISS REBECCA COOK** Address: **71 WATER PUMP COURT
NORTHAMPTON
NORTHAMPTONSHIRE
NN3 8UR**

Date of Birth: **15/06/1979** Nationality: **BRITISH** Occupation: **SOLICITOR**

Director 6 :

Name: **GERALD MARK
COULDRAKE**

Address: **14 THE GREEN
BRAFIELD ON THE GREEN
NORTHAMPTON
NORTHAMPTONSHIRE
NN7 1BB**

Date of Birth:
 08/01/1960

Nationality:
 BRITISH

Occupation:
 SOLICITOR

Director 7 :

Name: **KEITH JOHN GILBERT**

Address: **6 RYNGWELL CLOSE
BRIXWORTH
NORTHAMPTON
NORTHAMPTONSHIRE
NN6 9XG**

Date of Birth:
 22/08/1972

Nationality:
 BRITISH

Occupation:
 LAWYER

Director 8 :

Name: **LUCIE GREEN**

Address: **171 VERNON ROAD
LEICESTER
LEICESTERSHIRE
LE2 8GG**

Date of Birth:
 27/12/1980

Nationality:
 BRITISH

Occupation:
 TRAINEE SOLICITOR

Director 9 :

Name: **MR STEPHEN MICHAEL
GREEN**

Address: **55 BIRCHFIELD ROAD
NORTHAMPTON
NORTHAMPTONSHIRE
UNITED KINGDOM
NN1 4RF**

Date of Birth: **25/02/1982**

Nationality: **BRITISH**

Occupation: **SOLICITOR**

Director 1 :

0

Name: **JEREMY PHILIP
WINTERINGHAM HEAL**

Address: **PEARCES FARM SOUTH LOPHAM
DISS
NORFOLK
IP22 2HT**

Date of Birth: **18/09/1942**

Nationality: **BRITISH**

Occupation: **SOLICITOR**

Director 1 :

1

Name: **JOHN KENELM CHARLES
HERD**

Address: **MANOR FARM HOUSE HIGH STREET
GRETTON
NORTHAMPTONSHIRE
NN17 3DE**

Date of Birth: **18/09/1962**

Nationality: **BRITISH**

Occupation: **SOLICITOR**

Director 1 :

2

Name: **PHILIP JEREMY HUNTER**

Address: **THE SCYPEN THE OLD DAIRY FARM
MELTON PARK
MELTON CONSTABLE
NORFOLK
NR24 2NG**

Date of Birth:

12/02/1964

Nationality:

BRITISH

Occupation:

SOLICITOR

Director 1 :

3

Name: **DARYL JAMES LANT**

Address: **27 OWEN CLOSE
THORPE ASTLEY
LEICESTER
LEICESTERSHIRE
LE3 3TZ**

Date of Birth:

17/04/1979

Nationality:

BRITISH

Occupation:

TRAINEE SOLICITOR

Director 1 :

4

Name: **IAN SOMERSET ROWLAND**

Address: **76A GLENFIELD DRIVE
GREAT DODDINGTON
WELLINGBOROUGH
NORTHAMPTONSHIRE
NN29 7TE**

Date of Birth:

12/06/1949

Nationality:

BRITISH

Occupation:

SOLICITOR

Director 1 :

5

Name: **JIT SINGH**

Address: **2 THE FAIRWAY
OADBY
LEICESTER
LEICESTERSHIRE
LE2 2HH**

Date of Birth:

15/06/1964

Nationality:

BRITISH

Occupation:

SOLICITOR

Director 1 :

6

Name: **SOPHIA MARIE SMITH**

Address: **35 BURNSIDE DRIVE
BRAMCOTE
NOTTINGHAM
NG9 3EE**

Date of Birth:

09/10/1978

Nationality:

BRITISH

Occupation:

SOLICITOR

Share Capital

Issued Share Capital Details:

<i>Class of Share</i>	<i>Number of Shares issued</i>	<i>Aggregate Nominal value of issued Shares</i>
ORDINARY	2	GBP2

TOTALS

2

GBP2

Full Details of Shareholders

The details below relate to individuals / corporate bodies that were shareholders as at 16/12/2008 or that had ceased to be shareholders since the made up date of the previous Annual Return

Shareholding 1:

1 ORDINARY Shares held as at 16/12/2008

Name:

CHARLES RICHARD BENNION

Address:

Shareholding 2:

1 ORDINARY Shares held as at 16/12/2008

Name:

GERALD MARK COULDRAKE

Address:

Authorisation

Authoriser Designation: **secretary**

Date Authorised: **02/01/2009**

Authenticated: **Yes (E/W)**