



**Companies House**  
— for the record —

**AR01** (ef)

**Annual Return**



Received for filing in Electronic Format on the: **20/12/2012**

**X1O7JSCY**

*Company Name:* **HP SECRETARIAL SERVICES LIMITED**

*Company Number:* **01755417**

*Date of this return:* **16/12/2012**

*SIC codes:* **69102**

*Company Type:* **Private company limited by shares**

*Situation of Registered Office:* **OXFORD HOUSE  
CLIFTONVILLE  
NORTHAMPTON  
NN1 5PN**

**Officers of the company**

## *Company Secretary 1*

Type: **Person**  
Full forename(s): **MR GERALD MARK**

Surname: **COULDRAKE**

Former names:

*Service Address recorded as Company's registered office*

---

## *Company Director 1*

Type: **Person**  
Full forename(s): **MR DANIEL**

Surname: **BANTON**

Former names:

*Service Address recorded as Company's registered office*

Country/State Usually Resident: **UNITED KINGDOM**

Date of Birth: **22/09/1982**                      Nationality: **BRITISH**  
Occupation: **SOLICITOR**

*Company Director* 2

*Type:* **Person**  
*Full forename(s):* **CHARLES RICHARD**

*Surname:* **BENNION**

*Former names:*

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

*Country/State Usually Resident:* **UNITED KINGDOM**

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

*Company Director*    **3**

*Type:*                            **Person**

*Full forename(s):*            **ROBERT PETER**

*Surname:*                      **COLMAN**

*Former names:*

*Service Address:*            **4 JUDGES WALK  
NORWICH  
NORFOLK  
NR4 7QF**

*Country/State Usually Resident:*    **ENGLAND**

*Date of Birth:*    **23/12/1976**

*Nationality:*    **BRITISH**

*Occupation:*    **SOLICITOR**

*Company Director* 4

Type: **Person**  
Full forename(s): **MR GERALD MARK**

Surname: **COULDRAKE**

Former names:

*Service Address recorded as Company's registered office*

Country/State Usually Resident: **UNITED KINGDOM**

Date of Birth: **08/01/1960** Nationality: **BRITISH**

Occupation: **SOLICITOR**

---

*Company Director* 5

Type: **Person**  
Full forename(s): **MISS JESSICA ELLY**

Surname: **FRANKISH**

Former names:

*Service Address recorded as Company's registered office*

Country/State Usually Resident: **UNITED KINGDOM**

Date of Birth: **15/02/1986** Nationality: **BRITISH**

Occupation: **SOLICITOR**

---

*Company Director*    **6**

*Type:*                      **Person**

*Full forename(s):*        **JEREMY PHILIP WINTERINGHAM**

*Surname:*                **HEAL**

*Former names:*

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

*Country/State Usually Resident:*    **ENGLAND**

*Date of Birth:*    **18/09/1942**

*Nationality:*    **BRITISH**

*Occupation:*    **SOLICITOR**

*Company Director* 7

*Type:* **Person**

*Full forename(s):* **JOHN KENELM CHARLES**

*Surname:* **HERD**

*Former names:*

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

*Country/State Usually Resident:* **UNITED KINGDOM**

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

*Nationality:* **BRITISH**

*Occupation:* **SOLICITOR**

*Company Director* 8

*Type:* **Person**

*Full forename(s):* **MR DAVID MATTHEW**

*Surname:* **JONES**

*Former names:*

*Service Address recorded as Company's registered office*

*Country/State Usually Resident:* **UNITED KINGDOM**

*Date of Birth:* **27/05/1987**

*Nationality:* **AMERICAN**

*Occupation:* **SOLICITOR**

-----



*Company Director* 9

*Type:* **Person**  
*Full forename(s):* **MR BRADLEY**

*Surname:* **QUIN**

*Former names:*

*Service Address:* **NO.1 BEDE ISLAND ROAD  
BEDE ISLAND BUSINESS PARK  
LEICESTER  
LEICESTERSHIRE  
UNITED KINGDOM  
LE2 7EA**

*Country/State Usually Resident:* **UNITED KINGDOM**

*Date of Birth:* **01/02/1972** *Nationality:* **BRITISH**  
*Occupation:* **SOLICITOR**

## Statement of Capital (Share Capital)

<b>Class of shares</b>	<b>ORDINARY</b>	<i>Number allotted</i>	<b>2</b>
		<i>Aggregate nominal value</i>	<b>2</b>
<i>Currency</i>	<b>GBP</b>	<i>Amount paid per share</i>	<b>0</b>
		<i>Amount unpaid per share</i>	<b>0</b>

### *Prescribed particulars*

EACH SHARE IS ENTITLED TO ONE VOTE IN ANY CIRCUMSTANCES. EACH SHARE IS ENTITLED PARI PASSU TO DIVIDEND PAYMENTS OR ANY OTHER DISTRIBUTION. EACH SHARE IS ENTITLED PARI PASSU TO PARTICIPATE IN A DISTRIBUTION ARISING FROM A WINDING UP OF THE COMPANY.. THE SHARES ARE NOT TO BE REDEEMED AND ARE NOT LIABLE TO BE REDEEMED AT THE OPTION OF THE COMPANY OR THE SHAREHOLDER.

## Statement of Capital (Totals)

<i>Currency</i>	<b>GBP</b>	<i>Total number of shares</i>	<b>2</b>
		<i>Total aggregate nominal value</i>	<b>2</b>

## *Full Details of Shareholders*

The details below relate to individuals / corporate bodies that were shareholders as at 16/12/2012 or that had ceased to be shareholders since the made up date of the previous Annual Return

*A full list of shareholders for the company are shown below*

*Shareholding 1* : **2 ORDINARY shares held as at the date of this return**  
*Name:* **HOWES PERCIVAL LLP**

## *Authorisation*

*Authenticated*

*This form was authorised by one of the following:*

Director, Secretary, Person Authorised, Charity Commission Receiver and Manager, CIC Manager, Judicial Factor.