



001388 / 30

Companies House

— for the record —

Company Name

OTFORD COMPUTING SERVICES  
(OCS) LIMITED**363s Annual Return**

Company Type

Private Company Limited By  
Shares

Company Number

2535954

Information extracted from  
Companies House records on  
14th December 2004

- > Please check the details printed in blue on this statement.
- > If any details are wrong, strike them through and write the correct details in the "Amended details" column.
- > Please use black pen and write in capitals.

**Section 1: Company details**A27  
COMPANIES HOUSE0496  
06/01/05

Ref: 2535954/03/10

	Current details	Amended details																
> Registered Office Address <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	14 Dippers Close Kemsing Sevenoaks Kent TN15 6QD	Address _____ _____ _____ UK Postcode    _ _ _ _ _																
> Register of Members <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<b>Address where the Register is held</b>  <b>At Registered Office</b>	Address _____ _____ _____ UK Postcode    _ _ _ _ _																
> Register of Debenture Holders <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<b>Not Applicable</b>	Address _____ _____ _____ UK Postcode    _ _ _ _ _																
> Principal Business Activities <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<table border="1"> <thead> <tr> <th>SIC Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>7220</td> <td>Software consultancy and supply</td> </tr> </tbody> </table>	SIC Code	Description	7220	Software consultancy and supply	<table border="1"> <thead> <tr> <th>SIC CODE</th> <th>Description</th> </tr> </thead> <tbody> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> </tbody> </table>	SIC CODE	Description	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
SIC Code	Description																	
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_____	_____																	
_____	_____																	
> <i>Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.</i>																		

## Section 2: Details of Officers of the Company

	Current details	Amended details
<b>&gt; Company Secretary</b> <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>    <i>Particulars of a new Company Secretary must be notified on form 288a.</i>	<b>Name</b> David Michael BUCKLE  <b>Address</b> 14 Dippers Close Kemsing Sevenoaks Kent TN15 6QD	<b>Name</b>  <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. <b>Address</b>    <b>UK Postcode</b> _ _ _ _ _ <b>Date of change</b> _ _ / _ _ / _ _ _ _ <b>Date David Michael BUCKLE</b> <b>ceased to be secretary (if applicable)</b> _ _ / _ _ / _ _ _ _
<b>&gt; Director</b> <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>    <i>Particulars of a new Director must be notified on form 288a.</i>	<b>Name</b> David Michael BUCKLE  <b>Address</b> 14 Dippers Close Kemsing Sevenoaks Kent TN15 6QD  <b>Date of birth</b> 27/02/1949  <b>Nationality</b> British  <b>Occupation</b> Director	<b>Name</b>  <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. <b>Address</b>    <b>UK Postcode</b> _ _ _ _ _ <b>Date of birth</b> _ _ / _ _ / _ _ _ _ <b>Nationality</b> _____ <b>Occupation</b> _____ <b>Date of change</b> _ _ / _ _ / _ _ _ _ <b>Date David Michael BUCKLE</b> <b>ceased to be director (if applicable)</b> _ _ / _ _ / _ _ _ _

## &gt; Director

If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.

Particulars of a new Director must be notified on form 288a.

**Current details**

**Name**  
Fay Alexandra BUCKLE

**Address**  
14 Dippers Close  
Kemsing  
Kent  
TN15 6QD

**Date of birth** 04/08/1967

**Nationality** British

**Occupation** Company Director

**Amended details**

Name

☐ Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.

Address

UK Postcode \_ \_ \_ \_ \_

Date of birth \_ \_ / \_ \_ / \_ \_ \_ \_

Nationality \_ \_ \_ \_ \_

Occupation \_ \_ \_ \_ \_

Date of change \_ \_ / \_ \_ / \_ \_ \_ \_

Date Fay Alexandra BUCKLE ceased to be director (if applicable)

\_ \_ / \_ \_ / \_ \_ \_ \_

## Section 3: Share Capital

	Current details	Amended details
<b>&gt; Issued Share Capital</b>	<b>Class of share</b>	<b>Class of share</b>
<i>This table shows the total number of shares that have been issued by your company and their Nominal Value. If any of the details are wrong, please fill in the correct details.</i>	Ordinary	
	<b>Nominal value of each share</b>	<b>Nominal value of each share</b>
	£1.00	
	<b>Number of shares issued</b>	<b>Number of shares issued</b>
	2	
	<b>Aggregate Nominal Value of issued shares</b>	<b>Aggregate Nominal Value of issued shares</b>
	£2.00	
	<b>Class of share</b>	<b>Class of share</b>
	B	
	<b>Nominal value of each share</b>	<b>Nominal value of each share</b>
	£1.00	
	<b>Number of shares issued</b>	<b>Number of shares issued</b>
	90	80
	<b>Aggregate Nominal Value of issued shares</b>	<b>Aggregate Nominal Value of issued shares</b>
	£90.00	£80
<b>&gt; Total shares issued and value</b>	<b>Total number of shares issued</b>	<b>Total number of shares issued</b>
<i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	92	82
	<b>Total Nominal value of shares issued</b>	<b>Total Nominal value of shares issued</b>
	£92.00	£82.00

- > At the date of this Annual Return, if the company has altered or changed its share capital in any way or allotted new shares, please refer to the guidance notes for details of the appropriate form that should be sent with this Annual Return. Annual return guidance notes are available on the Companies House web site at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk) or by ringing 0870 3333636.**

**Section 4: Details of Shareholders**

- > The details we hold on your company's shareholders and their shareholdings are printed below. These are based on your last Annual Return.
- > If any details have changed, or if any shares have been transferred, please fill in the details in the "Amended details" or "Shares transferred" column.
- > Please give details of any other shareholders in Section 5.

Current details		Amended details		Shares transferred		
>	<b>Shareholder Name</b> David Michael BUCKLE  <b>Address</b> 14 Dippers Close Kemsing Kent TN15 6QD  <b>Shares held</b> Class Ordinary	<b>Name</b>  <b>Address</b>   <b>UK Postcode</b> _ _ _ _ <b>Shares held</b> Class ORD	     Number 1	     Class ORD	     Number 1	     Date of transfer 31/12/2002
<b>Shares transferred by</b> David Michael BUCKLE						
>	<b>Shareholder Name</b> Fay Alexandra BUCKLE  <b>Address</b> 14 Dippers Close Kemsing Kent TN15 6QD  <b>Shares held</b> Class Ordinary	<b>Name</b>  <b>Address</b>   <b>UK Postcode</b> _ _ _ _ <b>Shares held</b> Class ORD	     Number 1	     Class ORD	     Number 2	     Date of transfer _ _ / _ _ / _ _
<b>Shares transferred by</b> Fay Alexandra BUCKLE						
>	<b>Shareholder Name</b> Ray Alexander BUCKLE  <b>Address</b> 14 Dippers Close Kemsing Kent TN15 6QD  <b>Shares held</b> Class B	<b>Name</b> FAY ALEXANDRA BUCKLE <b>Address</b>   <b>UK Postcode</b> _ _ _ _ <b>Shares held</b> Class B	     Number 10	     Class B	     Number 10	     Date of transfer _ _ / _ _ / _ _
<b>Shares transferred by</b> Ray Alexander BUCKLE						

Current details		Amended details		Shares transferred		
<b>&gt; Shareholder Name</b> Grace KANAWATY		<b>Name</b> _____		<b>Shares transferred by</b> Grace KANAWATY		
		<b>Address</b> _____				
<b>Address</b> 52 Oaklands Lane Biggin Hill Kent TN16 3DP		<b>UK Postcode</b> _ _ _ _ _				
<b>Shares held</b> Class                      Number B                              10		<b>Shares held</b> Class                      Number _____                      _____ _____                      _____				
				Class    Number    Date of transfer _____    _____    __/__/____ _____    _____    __/__/____		
<b>&gt; Shareholder Name</b> Hayley MULHOLLAND		<b>Name</b> _____		<b>Shares transferred by</b> Hayley MULHOLLAND		
		<b>Address</b> _____				
<b>Address</b> 6 Millfield Cottages St. Pauls Way Orpington Kent BR5 2LG		<b>UK Postcode</b> _ _ _ _ _				
<b>Shares held</b> Class                      Number B                              10		<b>Shares held</b> Class                      Number _____                      _____ _____                      _____				
				Class    Number    Date of transfer _____    _____    __/__/____ _____    _____    __/__/____		
<b>&gt; Shareholder Name</b> Jonathan REBURN		<b>Name</b> _____		<b>Shares transferred by</b> Jonathan REBURN		
		<b>Address</b> _____				
<b>Address</b> 32 Dippers Close Kemsing Kent TN15 6QD		<b>UK Postcode</b> _ _ _ _ _				
<b>Shares held</b> Class                      Number B                              10		<b>Shares held</b> Class                      Number _____                      _____ _____                      _____				
				Class    Number    Date of transfer _____    _____    __/__/____ _____    _____    __/__/____		

Current details			Amended details		Shares transferred		
<b>&gt; Shareholder Name</b> Janet Mary SHARP			<b>Name</b>  		<b>Shares transferred by</b> Janet Mary SHARP		
<b>Address</b> 25 Westerham Road Bessels Green Sevenoaks Kent TN13 2PX			<b>Address</b>   				
<b>Shares held</b> Class B			<b>UK Postcode</b> _ _ _ _ _ <b>Shares held</b> Class  				
Number 10			Number  				
					Class    Number    Date of transfer   		
<b>&gt; Shareholder Name</b> Vanessa SHEPHERD			<b>Name</b>  		<b>Shares transferred by</b> Vanessa SHEPHERD		
<b>Address</b> 40 Hillcrest Road Biggin Hill Kent TN16 3TY			<b>Address</b>   				
<b>Shares held</b> Class B			<b>UK Postcode</b> _ _ _ _ _ <b>Shares held</b> Class  				
Number 10			Number  				
					Class    Number    Date of transfer   		
<b>&gt; Shareholder Name</b> Jenny STRADLING			<b>Name</b>  		<b>Shares transferred by</b> Jenny STRADLING		
<b>Address</b> 60 The Rise Sevenoaks Kent TN13 1RN			<b>Address</b>   				
<b>Shares held</b> Class B			<b>UK Postcode</b> _ _ _ _ _ <b>Shares held</b> Class  				
Number 10			Number  				
					Class    Number    Date of transfer   		

Current details		Amended details		Shares transferred		
<b>&gt; Shareholder Name</b> Kathleen WEIR		<b>Name</b> _____		<b>Shares transferred by</b> Kathleen WEIR		
<b>Address</b> 58 Oaklands Lane Biggin Hill Kent TN16 3DP		<b>Address</b> _____ _____ _____				
		<b>UK Postcode</b> _ _ _ _ _				
<b>Shares held</b> Class B		<b>Shares held</b> Class ORD				
Number 10		Number NIL		Class ORD	Number 10	Date of transfer 26/02/2003
				____/____/____		
<hr/>						
<b>&gt; Shareholder Name</b> Anita YATES		<b>Name</b> _____		<b>Shares transferred by</b> Anita YATES		
<b>Address</b> 15 Orchard Road Otford Kent TN14 5LG		<b>Address</b> _____ _____ _____				
		<b>UK Postcode</b> _ _ _ _ _				
<b>Shares held</b> Class B		<b>Shares held</b> Class _____				
Number 10		Number _____		Class _____	Number _____	Date of transfer ____/____/____
				____/____/____		



## Section 5: Details of Other Shareholders

- > Please fill in details of any persons or corporate bodies who are shareholders of the company at the date of this return, but whose details are not printed in Section 4.
- > Also, provide the details of any persons who became but have ceased to be shareholders of the company since the date of the last annual return.
- > For jointly held shares please list those joint shareholders consecutively on the form. If a joint shareholder also holds shares in their own right, list that holding separately.
- > Please copy this page if there is not enough space to enter all the company's other shareholders.

Shareholders details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (If appropriate)	Date of registration of transfer (If appropriate)
Name ELIZABETH WILLIAMS Address 5 MOUNTFIELD PARK TONBRIDGE KENT UK Postcode TN9 2DF	ORD B 10	ORD B 10 B	
Name SUSAN POLLEN Address 23 HOLMBALE ROAD CHISLEHURST KENT UK Postcode BR7 6BY	ORD B 10		
Name  Address   UK Postcode			
Name  Address   UK Postcode			



Companies House

— for the record —

## 363s Annual Return Declaration

- > When you have checked all the sections of this form, please complete this page and sign the declaration below.
- > If you want to change the made up date of this annual return, please complete 2 below.

### 1. Declaration

- ☐ I confirm that the details in this annual return are correct as at the made-up-date (shown at 2 below). I enclose the filing fee of £15.

Signature

(Director / Secretary)

Date

04 / 01 / 2005

*This date must not be earlier than the return date at 2 below*

#### What to do now

*Complete this page then send the whole of the Annual Return and the declaration to the address shown at 4 below.*

### 2. Date of this return

- ☐ This AR is made up to 31/8/2004
- If you are making this return up to an earlier date, please give the date here

— / — / —

*Note: The form must be delivered to CH within 28 days of this date*

### 3. Date of next return

- ☐ If you wish to change your next return to a date earlier than 31st August 2005 please give the new date here:

— / — / —

### 4. Where to send this form

- ☐ Please return this form to:

Registrar of Companies  
Companies House  
Crown Way  
Cardiff CF14 3UZ

OR

For members of the Hays Document  
Exchange service  
DX 33050 Cardiff

***Have you enclosed the filing fee with the company number written on the reverse of the cheque?***

### Contact Address

You do not have to give any contact information below, but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Contact Name

Telephone number *inc code*

\_\_\_\_\_

\_\_\_\_\_

Address

DX number *if applicable*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DX exchange

Postcode

\_\_\_\_\_