Panther Office Limited
Abbreviated Accounts
30 April 2003

Submitted to companies House 29/7/03



# **Panther Office Limited Accountants' Report**

## Accountants' report on the unaudited accounts to the directors of Panther Office Limited

As described on the balance sheet you are responsible for the preparation of the accounts for the period ended 30 April 2003, set out on pages 2 to 4, and you consider that the company is exempt from an audit under section 249A(1) of the Companies Act 1985. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

**Anthony Cowen** 

**Chartered Accountants** 

1st Floor, Stanmore House 15/19 Church Road Stanmore

Athony Come Os

Middlesex HA7 4AR

8 July 2003

# Panther Office Limited Abbreviated Balance Sheet as at 30 April 2003

Not	es		2003 £		2001 £
Fixed assets			-		_
Tangible assets	2		26,546		39,773
Current assets					
Stocks		-		9,748	
Debtors		29,793		163,952	
Cash at bank and in hand	_	127,937		77,377	
		157,730		251,077	
Creditors: amounts falling due					
within one year		(70,675)		(163,417)	
Net current assets	-		87,055		87,660
Total assets less current liabilities		-	113,601	_	127,433
แลมแนะร			113,001		121,400
Provisions for liabilities and charges			(2,800)		•
Net assets			110,801	 	127,433
Capital and reserves					
Called up share capital	3		200		20,200
Profit and loss account			110,601		107,233
Shareholders' funds			110,801		127,433

The directors are satisfied that the company is entitled to exemption under Section 249A(1) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985; and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this act relating to accounts, so far as applicable to the company.

The abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies/Act 1985 relating to small companies.

N C Ferguson

Director

Approved by the board on 8 July 2003

# Panther Office Limited Notes to the Abbreviated Accounts for the period ended 30 April 2003

# 1 Accounting policies

## Accounting convention

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

#### Turnover

Turnover represents the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts.

### Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Fixtures and equipment 20% reducing balance Motor vehicles 25% reducing balance Leasehold improvements written off

#### Stocks

Stock is valued at the lower of cost and net realisable value.

#### Deferred taxation

Provision is made for deferred taxation using the liability method to take account of timing differences between the incidence of income and expenditure for taxation and accounting purposes.

### **Pensions**

Contributions are charged to the profit and loss account as they become payable.

Tangible fixed assets	£
Cost	
At 1 January 2002	101,986
Additions	3,407
Disposals	(26,945)
At 30 April 2003	78,448
Depreciation	
At 1 January 2002	62,213
Charge for the period	10,305
On disposals	(20,616)
At 30 April 2003	51,902
Net book value	
At 30 April 2003	26,546
At 31 December 2001	39,773

# Panther Office Limited Notes to the Abbreviated Accounts for the period ended 30 April 2003

3	Share capital			2003 £	2001
	Authorised:			L	£
	100 "A" Ordinary shares of £1 each			100	100
	10,000 "B" Ordinary shares of 1p each			100	100
	5,000 redeemable preference shares of £10 each		50,000	50,000	
			-	50,200	50,200
		2003	2001	2003	2001
		No	No	£	£
	Allotted, called up and fully paid:				
	"A" Ordinary shares	100	100	100	100
	"B" Ordinary shares	10,000	10,000	100	100
	Preference shares	-	2,000		20,000
			_	200	20,200

The company has the right to redeem in full, but not in part, all of the Preference shares in issue at any time. The Preference shareholders may redeem these shares at any time. They are entitled to a fixed cumulative preferential dividend of 8% per annum. The Preference shares carry no voting rights.

In accordance with the articles of the company, on 30 June 2002, 2000 redeemable Preference shares of £10 each were redeemed by the company for full par value