

**REGISTERED NUMBER: 03176204 (England and Wales)**

**Abbreviated Accounts for the Year Ended 31 December 2013**

**for**

**Elizabeth Higgins Language Services Ltd**

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for the Year Ended 31 December 2013**

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**Elizabeth Higgins Language Services Ltd**

**Company Information  
for the Year Ended 31 December 2013**

**DIRECTOR:** Miss E Higgins

**SECRETARY:** Mrs K L Rose

**REGISTERED OFFICE:** 17 The Parade  
Delta Gain  
Carpenders Park  
Watford  
Hertfordshire  
WD19 5BL

**REGISTERED NUMBER:** 03176204 (England and Wales)

**ACCOUNTANTS:** Tax and Figures LLP  
The Coach House  
77a Marlowes  
Hemel Hempstead  
Hertfordshire  
HP1 1LF

**Abbreviated Balance Sheet**  
**31 December 2013**

	Notes	2013 £	£	2012 £	£
<b>FIXED ASSETS</b>					
Tangible assets	2		3,142		4,528
<b>CURRENT ASSETS</b>					
Debtors		8,089		13,700	
Cash at bank and in hand		<u>32,504</u>		<u>64,838</u>	
		40,593		78,538	
<b>CREDITORS</b>					
Amounts falling due within one year		<u>23,644</u>		<u>40,148</u>	
<b>NET CURRENT ASSETS</b>			<u>16,949</u>		<u>38,390</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>20,091</u>		<u>42,918</u>
<b>CAPITAL AND RESERVES</b>					
Called up share capital	3		2		2
Profit and loss account			<u>20,089</u>		<u>42,916</u>
<b>SHAREHOLDERS' FUNDS</b>			<u>20,091</u>		<u>42,918</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2013.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2013 in accordance with Section 476 of the Companies Act 2006.

The director acknowledges her 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)

**Abbreviated Balance Sheet - continued**  
**31 December 2013**

The abbreviated accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the director on 10 September 2014 and were signed by:

Miss E Higgins - Director

**Notes to the Abbreviated Accounts  
for the Year Ended 31 December 2013**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Turnover**

Turnover represents net invoiced sales of goods, excluding value added tax, except in respect of service contracts where turnover is recognised when the company obtains the right to consideration.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 20% on cost
Motor vehicles	- 25% on reducing balance

**Deferred tax**

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

**Foreign currencies**

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

**2. TANGIBLE FIXED ASSETS**

	Total £
<b>COST</b>	
At 1 January 2013 and 31 December 2013	15,692
<b>DEPRECIATION</b>	
At 1 January 2013	11,164
Charge for year	1,386
At 31 December 2013	12,550
<b>NET BOOK VALUE</b>	
At 31 December 2013	3,142
At 31 December 2012	4,528

**Notes to the Abbreviated Accounts - continued  
for the Year Ended 31 December 2013**

**3. CALLED UP SHARE CAPITAL**

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2013 £	2012 £
2	Ordinary	£1	<u>2</u>	<u>2</u>

**Chartered Accountants' Report to the Director  
on the Unaudited Financial Statements of  
Elizabeth Higgins Language Services Ltd**

**The following reproduces the text of the report prepared for the director in respect of the company's annual unaudited financial statements, from which the unaudited abbreviated accounts (set out on pages two to five) have been prepared.**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Elizabeth Higgins Language Services Ltd for the year ended 31 December 2013 which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at [icaew.com/membershandbook](http://icaew.com/membershandbook).

This report is made solely to the director of Elizabeth Higgins Language Services Ltd in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Elizabeth Higgins Language Services Ltd and state those matters that we have agreed to state to the director of Elizabeth Higgins Language Services Ltd in this report in accordance with AAF 2/10 as detailed at [icaew.com/compilation](http://icaew.com/compilation). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and its director for our work or for this report.

It is your duty to ensure that Elizabeth Higgins Language Services Ltd has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and loss of Elizabeth Higgins Language Services Ltd. You consider that Elizabeth Higgins Language Services Ltd is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Elizabeth Higgins Language Services Ltd. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Tax and Figures LLP  
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77a Marlowes  
Hemel Hempstead  
Hertfordshire  
HP1 1LF

Date: .....

This page does not form part of the abbreviated accounts



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