

**COLLEGIATE LIBRARY SERVICES LIMITED**

**ABBREVIATED ACCOUNTS FOR THE YEAR ENDED**

**31 JULY 2012**

**Company Registration No: 3218743**

**SATURDAY**



**\*A23BWP00\***

**A06**

**02/03/2013**

**#366**

**COMPANIES HOUSE**

**COLLEGIATE LIBRARY SERVICES LIMITED**

**ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 JULY 2012**

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**COLLEGIATE LIBRARY SERVICES LIMITED**  
**REFERENCE AND ADMINISTRATIVE INFORMATION**

**The Trustees who have acted during the year are:-**

**Sheffield Hallam University**

P A Jones (Chair)  
Philip Severs

**Company Secretary**

E N Winders

**Principal Office**

Sheffield Hallam University  
City Campus  
Howard Street  
Sheffield  
S1 1WB

## **COLLEGIATE LIBRARY SERVICES LIMITED**

### **TRUSTEES' REPORT**

The trustees present their abbreviated accounts for the year ended 31 July 2012

### **PRINCIPAL ACTIVITY AND BUSINESS REVIEW**

The Company was dormant throughout the financial year ended 31 July 2012

During the year the Company has not traded, has not incurred any liabilities and consequently, has made neither profit nor loss

None of the trustees received emoluments in respect of their services to the Company

### **TRUSTEES**

The trustees who served during the year were as follows

P A Jones

P Severs

### **POLITICAL AND CHARITABLE CONTRIBUTIONS**

The company made no charitable or political contributions during the period

Approved by the Board of Directors  
and signed on behalf of the Board

A handwritten signature in black ink, appearing to be 'P A Jones', written over the printed name.

P A Jones

Director

31 October 2012

## **COLLEGIATE LIBRARY SERVICES LIMITED**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustee's are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations

Company law requires the trustees to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period In preparing these financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006 They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the company's website Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions

**COLLEGIATE LIBRARY SERVICES LIMITED**

**BALANCE SHEET**

**As at 31 July 2012**

	<b>Note</b>	<b>Unrestricted Total Funds 2012 £</b>	<b>Unrestricted Total Funds 2011 £</b>
<b>CURRENT ASSETS</b>			
Debtors	2	2	2
		<hr/>	<hr/>
		2	2
		<hr/>	<hr/>
<b>NET ASSETS</b>		2	2
		<hr/>	<hr/>
<b>FUNDS</b>			
Unrestricted	3	2	2
		<hr/>	<hr/>
<b>Total Funds</b>	4	2	2
		<hr/>	<hr/>

For the year ended 31 July 2012 the company was entitled to exemption under section 480 of the Companies Act 2006

Members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006

The directors acknowledge their responsibility for

- i ensuring the company keeps accounting records which comply with section 386, and
- ii preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year, and of its profit and loss for the financial year in accordance with section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company

The financial statements on pages 6 to 8 were approved by the Board of Trustees on 31 October 2012 and signed on its behalf by

  
R A Jones  
Trustee

## COLLEGIATE LIBRARY SERVICES LIMITED

### NOTES TO THE ACCOUNTS

#### 1 Accounting Policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements

##### Basis of Preparation

The financial statements have been prepared in accordance with applicable accounting standards and under historical cost accounting rules

Under Financial Reporting Standard 1 (revised 1996) the Company is exempt from the requirement to prepare a cashflow statement on the grounds that a parent undertaking includes the Company in its own published consolidated financial statements

##### Taxation

The charge for taxation is based on the profit for the year and takes into account taxation deferred because of timing differences between the treatment of certain items for taxation and accounting purposes. Deferred tax is recognised, without discounting, in respect of all timing differences between the treatment of certain items for taxation and accounting purposes which have arisen but not reversed by the balance sheet date, except as otherwise required by FRS19

##### Related Party Transactions

The Company is a wholly owned subsidiary of Sheffield Hallam University. In accordance with paragraph 3(c) of Financial Reporting Standard No 8 "Related Party Transactions" the Company is exempt from disclosing details of arrangements with other companies in the group. There are no other related party transactions.

#### 2 Debtors- amounts falling due within one year

	2012 £	2011 £
Amounts owed by group undertakings	2	2

#### 3 Called up Share Capital

	2012 £	2011 £
<b><u>Authorised</u></b>		
14,000,000 ordinary shares of £1 each	14,000,000	14,000,000
<b><u>Issued</u></b>		
2 ordinary shares of £1 each	2	2
	2	2

## **COLLEGIATE LIBRARY SERVICES LIMITED**

### **NOTES TO THE ACCOUNTS**

#### **4 Reconciliation of Movements in Unrestricted Funds**

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Net Outgoing resources for the financial period	-	-
Opening Unrestricted funds	2	2
	<hr/>	<hr/>
Closing Unrestricted funds	2	2
	<hr/>	<hr/>

#### **5 Ultimate parent company**

The Trustees regard Sheffield Hallam University, a Higher Education Corporation, as the ultimate parent and controlling party. Sheffield Hallam University had a 100% interest in the equity capital of Collegiate Library Services Limited at 31 July 2012.

The financial statements of Sheffield Hallam University are available to the public and may be obtained from -

Finance Department  
Sheffield Hallam University  
Howard Street  
Sheffield  
S1 1WB