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REGISTERED NUMBER: 03248103 (England and Wales)

**MERE BOOK-KEEPING LIMITED
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**



Perrys
Chartered Accountants
Perry House
32-34 St Johns Road
Tunbridge Wells
Kent
TN4 9NT

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FOR THE YEAR ENDED 30 SEPTEMBER 2009**

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MERE BOOK-KEEPING LIMITED

**COMPANY INFORMATION
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

DIRECTORS: Mrs S Murray
R Murray

SECRETARY: Mrs S Murray

REGISTERED OFFICE: 19/21 Swan Street
West Malling
Kent
ME19 6JU

REGISTERED NUMBER: 03248103 (England and Wales)

ACCOUNTANTS: Perrys
Chartered Accountants
Perry House
32-34 St Johns Road
Tunbridge Wells
Kent
TN4 9NT

MERE BOOK-KEEPING LIMITED (REGISTERED NUMBER: 03248103)

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

The directors present their report with the financial statements of the company for the year ended 30 September 2009.

PRINCIPAL ACTIVITIES

The principal activities of the company in the year under review were those of bookkeeping and managerial services.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 October 2008 to the date of this report.

Mrs S Murray
R Murray

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

A handwritten signature in black ink that reads "Sally Murray". The signature is written in a cursive, flowing style.

Mrs S Murray - Secretary

28 October 2009

MERE BOOK-KEEPING LIMITED (REGISTERED NUMBER: 03248103)

**PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

| | Notes | 2009 £ | 2008 £ |
|--|-------|----------------------|----------------------|
| TURNOVER | | 92,500 | 92,547 |
| Administrative expenses | | <u>29,413</u> | <u>29,834</u> |
| OPERATING PROFIT | 2 | 63,087 | 62,713 |
| Interest receivable and similar income | | <u>75</u> | <u>-</u> |
| PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION | | 63,162 | 62,713 |
| Tax on profit on ordinary activities | 3 | <u>13,248</u> | <u>12,841</u> |
| PROFIT FOR THE FINANCIAL YEAR AFTER TAXATION | | <u><u>49,914</u></u> | <u><u>49,872</u></u> |

The notes form part of these financial statements

MERE BOOK-KEEPING LIMITED (REGISTERED NUMBER: 03248103)

**BALANCE SHEET
30 SEPTEMBER 2009**

| | Notes | 2009 £ | 2008 £ |
|--|-------|---------------|---------------|
| CURRENT ASSETS | | | |
| Debtors | 5 | 11,455 | 14,255 |
| Cash at bank | | 9,910 | 7,255 |
| | | <u>21,365</u> | <u>21,510</u> |
| CREDITORS | | | |
| Amounts falling due within one year | 6 | 19,935 | 20,794 |
| | | <u>1,430</u> | <u>716</u> |
| NET CURRENT ASSETS | | | |
| | | <u>1,430</u> | <u>716</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>1,430</u> | <u>716</u> |
| CAPITAL AND RESERVES | | | |
| Called up share capital | 7 | 4 | 4 |
| Profit and loss account | 8 | 1,426 | 712 |
| | | <u>1,430</u> | <u>716</u> |
| SHAREHOLDERS' FUNDS | | <u>1,430</u> | <u>716</u> |

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2009.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2009 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 28 October 2009 and were signed on its behalf by:



Mrs S Murray - Director

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

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 services, excluding value added tax.

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to the profit and loss account in the period to which they relate.

2. OPERATING PROFIT

The operating profit is stated after charging:

| | 2009 £ | 2008 £ |
|--|--------------|--------------|
| Pension costs | <u>1,980</u> | <u>1,980</u> |
| Directors' remuneration and other benefits etc | <u>4,500</u> | <u>4,500</u> |

3. TAXATION

Analysis of the tax charge

The tax charge on the profit on ordinary activities for the year was as follows:

| | 2009 £ | 2008 £ |
|---------------------------------------|---------------|---------------|
| Current tax: | | |
| UK corporation tax | 13,248 | 12,856 |
| Corporation tax under (over) provided | <u>-</u> | <u>(15)</u> |
| Tax on profit on ordinary activities | <u>13,248</u> | <u>12,841</u> |

4. DIVIDENDS

| | 2009 £ | 2008 £ |
|---------------------------|---------------|---------------|
| 1 ordinary share of £1 | | |
| Interim | 25,200 | 25,200 |
| 1 ordinary A share of £1 | | |
| Interim | 24,000 | 24,000 |
| 1 ordinary B share of £1 | — | — |
| Interim | — | — |
| 1 ordinary C shares of £1 | — | — |
| Interim | — | — |
| | <u>49,200</u> | <u>49,200</u> |

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2009

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2009 | 2008 |
|---------------|--------|--------|
| | £ | £ |
| Trade debtors | 11,455 | 14,255 |

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2009 | 2008 |
|---------------------------------|--------|--------|
| | £ | £ |
| Trade creditors | - | 879 |
| Tax | 13,248 | 12,856 |
| Social security and other taxes | - | 1,151 |
| VAT | 3,255 | 3,575 |
| Directors' current accounts | 729 | 729 |
| Accrued expenses | 2,703 | 1,604 |
| | 19,935 | 20,794 |

7. CALLED UP SHARE CAPITAL

| Authorised: Number: | Class: | Nominal value: | 2009 £ | 2008 £ |
|------------------------|------------|-------------------|-----------|-----------|
| 1,000 | Ordinary | £1 | 899 | 899 |
| 100 | Ordinary A | £1 | 100 | 100 |
| 1 | Ordinary B | £1 | 1 | 1 |
| 100 | Ordinary C | £1 | 100 | 100 |
| | | | 1,100 | 1,100 |

| Allotted, issued and fully paid: Number: | Class: | Nominal value: | 2009 £ | 2008 £ |
|---|------------|-------------------|-----------|-----------|
| 1 | Ordinary | £1 | 1 | 1 |
| 1 | Ordinary A | £1 | 1 | 1 |
| 1 | Ordinary B | £1 | 1 | 1 |
| 1 | Ordinary C | £1 | 1 | 1 |
| | | | 4 | 4 |

8. RESERVES

| | Profit and loss account £ |
|----------------------|------------------------------------|
| At 1 October 2008 | 712 |
| Profit for the year | 49,914 |
| Dividends | (49,200) |
| At 30 September 2009 | 1,426 |

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

9. TRANSACTIONS WITH DIRECTORS

Included in other creditors is a balance of £729 (2008 - £729) owed to the director Mrs S Murray.

10. RELATED PARTY DISCLOSURES

During the year, sales of £92,500 (2008 - £92,547) were made by the company, under normal commercial terms, to Robin Murray & Co, at the year end there was a balance owed of £11,455 (2008 - £14,255). This is a business in which R Murray is a partner.