Registrate of Company

Registered number:

03356988

England and Wales

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2004

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COMPANIES HOUSE 28/07/04

Directors

Mr D Berkeley

Mrs J M Berkeley

Secretary

Mrs J M Berkeley

Registered Office

62 Beresford Street

Woolwich

London SE18 6BG

Accountants

Simpson Wreford & Co 62 Beresford Street

Woolwich

London SE18 6BG

# LANGLEY BUILDING SERVICES LIMITED ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2004

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The following page does not form part of the statutory accounts:

9 Detailed profit and loss account

# NOTICE OF MEETING

Notice is hereby given that the Annual General Meeting of Langley Building Services Ltd will be held at 70 Filey Road, Scarborough, North Yorkshire YO11 3AY on Wednesday 28<sup>th</sup> July 2004 at 10.00 am for the following purposes:

- 1. To receive and adopt the annual report and accounts for the year ended 30<sup>th</sup> April 2004 together with the reports of the director and accountants thereon.
- 2. To confirm the director's recommendation not to declare a final dividend. Interim dividends of £33,500 (2003 £12,960) have already been paid.
- 3. To re-elect the retiring director.
- 4. To re-appoint the accountants.
- 5. To transact any other ordinary business of the company.

BY ORDER OF THE BOARD

Berkelm. MRS J M BERKELEY

Secretary

7th July 2004

NOTE: A member entitled to attend and vote at this meeting is entitled to appoint a proxy or proxies to attend and vote instead of him. A proxy need not be a member of the company. Proxy forms must be lodged with the secretary not later than 48 hours before the time fixed for the meeting.

#### REPORT OF THE DIRECTORS

The director presents his annual report with the accounts of the company for the year ended 30<sup>th</sup> April 2004.

# PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of building contractors.

# REVIEW OF DEVELOPMENTS

The result for the year after taxation is a profit of £23,097 as compared to £33,264 in the previous year. The directors are not recommending payment of a final dividend. Interim dividends of £33,500 (2003-£12,960) have already been paid.

#### DIRECTORS

The directors in office in the year and their beneficial interests in the company's issued ordinary share capital were as follows:

	2004	2003
Mr D Berkeley	75	90
Mrs J M Berkeley	<u>25</u>	<u>10</u>
	<u>100</u>	<u>100</u>

In accordance with the Articles of Association, Mr D Berkeley retires by rotation and offers himself for re-election.

# DIRECTOR'S RESPONSIBILITIES

Company law requires the directors to prepare accounts for each financial year which 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 those accounts the directors are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable him to ensure that the accounts comply with the Companies Act 1985. 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.

# REPORT OF THE DIRECTORS (Continued)

# POLITICAL AND CHARITABLE CONTRIBUTIONS

The company made no political or charitable contributions during the year.

The above report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (Effective June 2002).

Signed on behalf of the board of directors

MR D BERKELEY

Director

Approved by the board: 7th July 2004

# ACCOUNTANTS REPORT

# FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2004

In accordance with instructions given to us, we have prepared without carrying out an audit, the accounts from the accounting records of the company and from information and explanations supplied to us.

62 Beresford Street Woolwich London SE18 6BG Simpson Wreford & Co

Chartered Accountants

7th July 2004

# PROFIT AND LOSS ACCOUNT

# FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2004

	Notes	2004 £	2003 £
TURNOVER	2	318,697	303,715
Cost of sales		(216,374)	(197,625)
GROSS PROFIT		102,323	106,090
Administration expenses		(77,420)	<u>(63,862</u> )
OPERATING PROFIT	3	24,903	42,228
Interest receivable		453	417
Interest payable		<u>(664</u> )	<u>(585</u> )
PROFIT on ordinary activities before taxation		24,692	42,060
Tax on profit on ordinary activitie	s	(1,595)	(8,796)
PROFIT for the financial year		23,097	33,264
Dividends		(33,500)	<u>(12,960</u> )
RETAINED (LOSS)/PROFIT fo	or the year	(10,403)	20,304
RETAINED PROFIT brought fo	rward	58,872	38,568
RETAINED PROFIT carried for	ward	<u>48,469</u>	58,872

# BALANCE SHEET AT 30<sup>TH</sup> APRIL 2004

	Notes		2004 £		2003 £	
FIXED ASSETS			<i></i>		<i></i>	
Tangible assets	4			31,634		20,420
CURRENT ASSETS						
Work in progress Debtors Cash at bank  Less: CREDITORS: amounts falling due within one year	5	9,859 26,041 18,556 54,456 (31,257)		·	7,500 28,806 <u>38,192</u> 74,498 ( <u>35,946</u> )	
NET CURRENT ASSETS				23,199 54,833		38,552 58,972
Less: CREDITORS: amounts falling due after more than one year  CAPITAL AND RESERVES				(6,264) 48,569		<u>-</u> 58,972
Called up share capital Profit and loss account SHAREHOLDERS' FUNDS	7			100 48,469 48,569		100 58,872 58,972

For the financial year ended 30<sup>th</sup> April 2004, the company was entitled to exemption from audit under section 249A(1) Companies Act 1985; and no notice has been deposited under section 249B(2). The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 221 and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 226 and which otherwise comply with the requirements of the Companies Act 1985, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Small entities (effective June 2002).

Signed on behalf of the board of directors

MR D BERKELEY

Director

Approved by the board: 7th July 2004

# NOTES TO THE ACCOUNTS

# FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2004

# 1 ACCOUNTING POLICIES

# Basis of accounting

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 net invoiced work done, excluding VAT.

# Tangible fixed assets

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

Motor vehicle - 25% on reducing balance

Plant and equipment - 15% on cost

# Work in progress

Work in progress is valued on the basis of the lower of cost or net realisable value.

# 2 TURNOVER

There was no turnover attributable to geographical markets outside the United Kingdom during the last two financial years.

#### 3 OPERATING PROFIT

The operating profit is stated after charging:

5g	2004 £	2003 £
Depreciation of tangible fixed assets Accountants' remuneration	10,162 	7,439 _ <u>800</u>
Directors' emoluments For services as directors	<u>15,529</u>	<u>18,480</u>

# NOTES TO THE ACCOUNTS

# FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2004 (Continued)

4	TANG	TRLE	FIXED	<b>ASSETS</b>
4	IANO	LDLL	FIALD	AGGE LO

	Motor vehicle	Plant and Equipment	
Cost	£	£	£
At 1st May 2003	31,594	5,194	36,788
Disposals	(8,173)	-	(8,173)
Additions	<u>21,321</u>	<u>4,555</u>	<u> 25,876</u>
At 30 <sup>th</sup> April 2004	<u>44.742</u>	<u>9,749</u>	<u>54,491</u>
Depreciation			
At 1 <sup>st</sup> May 2003	13,617	2,751	16,368
Disposals	(3,673)	1 460	(3,673)
Charge for the year At 30 <sup>th</sup> April 2004	<u>8,700</u>	1,462 4,213	10,162
At 30 April 2004	<u>18,644</u>	<u>4,213</u>	<u>22,857</u>
Net book values			
At 30 <sup>th</sup> April 2004	<u>26,098</u>	<u>5,536</u>	<u>31,634</u>
At 30 <sup>th</sup> April 2003	<u>17,977</u>	<u>2,443</u>	<u>20,420</u>
5 DEBTORS			
		2004	2003
The Laboratory		£	£
Trade debtors Other debtors		23,560	25,276
Other debtors		<u>2,481</u> <u>26,041</u>	3,530 28,806
All debtors are due within one year.			
6 CREDITORS: amounts falling due	within one year		
Hire purchase liability		4,448	3,471
Trade creditors and accruals		9,777	10,018
Taxation and social security		16,340	21,114
Director's Ioan account		<u>962</u>	1,343
		<u>31,527</u>	<u>35,946</u>
7 <b>CREDITORS:</b> amounts falling due	after more than one	year	
		6,264	<del></del>
8 CALLED UP SHARE CAPITAL			
Authorised			
100 ordinary shares of £1 each		100	100
Allotted, called up and fully paid			
100 ordinary shares of £1 each		100	100

# NOTES TO THE ACCOUNTS

# FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2004 (Continued)

# 8 LOAN BY A DIRECTOR

D Berkeley has made a loan to the company which is disclosed in note 6. The loan is on an interest free basis and is repayable by agreement with the company.