



Companies House

for the record

Company Name

CAPSTAN NORTHERN LIMITED

AMENDING

MADE UP TO

22-10-2002

## 363s Annual Return

- > Please check the details printed in blue on this statement.
- > If any details are wrong, strike them through and write the correct details in the "Amended details" column.
- > Please use black pen and write in capi

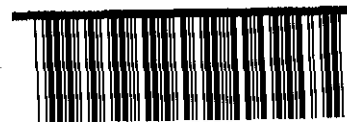
Company Type

Private Company Limited By Shares

Company Number

3453983

Information extracted from  
Companies House records on  
24th October 2003



A31  
COMPANIES HOUSE

0708  
26/11/03

COMPANIES HOUSE

13/11/03

### Section 1: Company details

Ref: 3453983/17/47

|   | Current details   | Amended details                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|------------------------------------|-------------|------|---------------------------|--|--|--|--|--|--|--|--|--|--|---|----------|-------------|--|--|--|--|--|--|--|--|--|--|--|--|
| <b>&gt; Registered Office</b><br>Address<br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>  | <b>The Registry</b><br><b>34 Beckenham Road</b><br><b>Beckenham</b><br><b>Kent BR3 4TU</b>  | Address<br><br><br><br>UK Postcode |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>&gt; Register of Members</b><br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>           | <b>Address where the Register is held</b><br><br><b>At Registered Office</b>  | Address<br><br><br><br>UK Postcode |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>&gt; Register of Debenture Holders</b><br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> | <b>Not Applicable</b>   | Address<br><br><br><br>UK Postcode |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>&gt; Principal Business Activities</b><br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> | <table border="1"> <thead> <tr> <th>SIC Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>7484</td> <td>Other business activities</td> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table> | SIC Code                           | Description | 7484 | Other business activities |  |  |  |  |  |  |  |  |  |  | <table border="1"> <thead> <tr> <th>SIC CODE</th> <th>Description</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table> | SIC CODE | Description |  |  |  |  |  |  |  |  |  |  |  |  |
| SIC Code  | Description   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
| 7484  | Other business activities   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
| SIC CODE  | Description   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>&gt; Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.</b>                            |   |                                    |             |      |                           |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |

- > The records we hold for your company's officers are incomplete. Please enter their details below. **You must also complete and send a form 288 with this annual return if an appointment has not been notified to Companies House.**
- > Please copy this page if there is not enough space to enter all the company's officers.

### Details of Officers

> **Company Secretary**

Please enter the details requested.

(Photocopy this area to enter details of joint secretaries).

Forenames

FONTANA

Surname or  
Corporate name

TINA MARIA

- > Please attach form 288 if the appointment of this company officer has not been notified to Companies House.

☐ Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.

Address

(Usual Residential)

15 GITTENS CLOSE  
BRUMLEY  
KENT

UK Postcode

BR1 5LA

> **Director**

Please enter the details requested.

Forenames

HURST

Surname or  
Corporate name

GORDON MARK

- > Please attach form 288 if the appointment of this company officer has not been notified to Companies House.

☐ Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.

Address

(Usual Residential)

THE MANOR HOUSE  
READING ROAD  
PADWORTH COMMON  
READING, BERKSHIRE

UK Postcode

RG7 4QG

Date of birth

26/01/1962

Nationality

BRITISH

Business Occupation

COMPANY SECRETARY

Section 2: Details of Officers of The Company (A)

- > The records we hold for your company's officers are incomplete. Please enter their details below. You must also complete and send a form 288 with this annual return if an appointment has not been notified to Companies House.
- > Please copy this page if there is not enough space to enter all the company's officers.

Details of Officers

> Company Secretary

Please enter the details requested.  
(Photocopy this area to enter details of joint secretaries).

Forenames \_\_\_\_\_  
Surname or Corporate name \_\_\_\_\_

- > Please attach form 288 if the appointment of this company officer has not been notified to Companies House.

☐ Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.

Address \_\_\_\_\_  
(Usual Residential) \_\_\_\_\_  
\_\_\_\_\_  
UK Postcode \_\_\_\_\_

> Director

Please enter the details requested.

Forenames PINDAR  
Surname or Corporate name PAUL RICHARD MARTIN

- > Please attach form 288 if the appointment of this company officer has not been notified to Companies House.

☐ Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.

Address BYRON HOVE  
(Usual Residential) BOURNESIDE  
VIRGINIA WATER  
SURREY  
UK Postcode G12 5 4LZ  
Date of birth 11/04/1959 Nationality BRITISH  
Business Occupation C.E.O.

## Section 3: Share Capital

|   | Current details   | Amended details  |
|---|---|--|
| <b>&gt; Issued Share Capital</b><br><i>This table shows the total number of shares that have been issued by your company and their Nominal Value. If any of the details are wrong, please fill in the correct details.</i>  | <b>Class of share</b><br>Ordinary<br><br><b>Nominal value of each share</b><br>£1.00<br><br><b>Number of shares issued</b><br>1,000<br><br><b>Aggregate Nominal Value of issued shares</b><br>£1,000.00 | <b>Class of share</b><br>_____<br><br><b>Nominal value of each share</b><br>_____<br><br><b>Number of shares issued</b><br>_____<br><br><b>Aggregate Nominal Value of issued shares</b><br>_____ |
| <b>&gt; Total shares issued and value</b><br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>   | <b>Total number of shares issued</b><br>1,000<br><br><b>Total Nominal value of shares issued</b><br>£1,000.00   | <b>Total number of shares issued</b><br>_____<br><br><b>Total Nominal value of shares issued</b><br>_____  |
| <b>&gt; At the date of this Annual Return, if the company has altered or changed its share capital in any way or allotted new shares, please refer to the guidance notes for details of the appropriate form that should be sent with this Annual Return. Annual return guidance notes are available on the Companies House web site at <a href="http://www.companieshouse.gov.uk">www.companieshouse.gov.uk</a> or by ringing 0870 333636.</b> |   |  |

**Section 4: Details of Shareholders**

- > The details we hold on your company's shareholders and their shareholdings are printed below. These are based on your last Annual Return.
- > If any details have changed, or if any shares have been transferred, please fill in the details in the "Amended details" or "Shares transferred" column.
- > Please give details of any other shareholders in Section 5.

| Current details |  | Amended details  |                                     | Shares transferred   |                                     |                                     |
|-----------------|--|--|-------------------------------------|--|-------------------------------------|-------------------------------------|
| >               | <b>Shareholder Name</b><br>CAPITA GROUP PLC<br><br><b>Address</b><br>71 Victoria Street<br>London<br>SW1H 0XA<br><br><b>Shares held</b><br>Class<br>Ordinary | <b>Name</b><br><hr/> <b>Address</b><br><hr/> <hr/> <b>UK Postcode</b> _ _ _ _ _<br><b>Shares held</b><br>Class<br>Number | <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> | <b>Shares transferred by</b><br>CAPITA GROUP PLC<br><br><b>Class</b><br>Number<br>Date of transfer | <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> | <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> |
|                 | Number<br>1000   | Class<br>Number  | Class<br>Number<br>Date of transfer | ORD<br>1,000<br>21/12/2000   | ---/---/---                         | ---/---/---                         |

**Issued share capital details**

> Please fill in the details of total share capital by class (eg. ordinary, preference etc) that has been issued to the company's shareholders.

Class of Share

Number of shares issued

Aggregate Nominal Value of issued shares

Class of Share

Number of shares issued

Aggregate Nominal Value of issued shares

Class of Share

Number of shares issued

Aggregate Nominal Value of issued shares

Class of Share

Number of shares issued

Aggregate Nominal Value of issued shares

> Please fill in the total number of issued shares and their total nominal value.

Number of shares issued

Aggregate Nominal Value of issued shares

**List of past and present members** (Tick appropriate box)

> Please complete the required information on the attached schedules or in another format agreed by Companies House.

- ☐ There were no changes during the period  
☒ A list of changes is enclosed  
☒ A full list of members is enclosed

The last full list of members was received on: 22/10/2003

**> REMEMBER:**

**Changes** to shareholder particulars or details of shares transferred to be **completed each year**  
 A full list of shareholders is required with the first and every third Annual Return thereafter  
 List shareholders in alphabetical order or provide an index  
 List joint shareholders consecutively

- > Please fill in the details of any persons or corporate bodies who are shareholders at the date of this return.
- > For jointly held shares please list those joint shareholders consecutively on the form. If a joint shareholder also holds shares in their own right, list that holding separately.
- > Please use Section 4B to give details of any persons or corporate bodies who have ceased to be shareholders since the last annual return or, in the case of a first return, since the incorporation of the company.
- > Please copy this page if there is not enough space to enter all the company's current shareholders.

| Shareholders details  | Class and number of shares or amount of stock held | Class and number of shares or amount of stock transferred (If appropriate) | Date of registration of transfer (If appropriate) |
|---|--|--|---|
| Name<br>CAPITA BUSINESS<br>Address SERVICES LIMITED<br>71 VICTORIA STREET<br>LONDON<br>UK Postcode SW1H 0XA | ORDINARY<br>£1-00<br>1,000                         |  |   |
| Name<br>_____<br>Address<br>_____<br>_____<br>_____<br>UK Postcode _ _ _ _ _                                |  |  |   |
| Name<br>_____<br>Address<br>_____<br>_____<br>_____<br>UK Postcode _ _ _ _ _                                |  |  |   |
| Name<br>_____<br>Address<br>_____<br>_____<br>_____<br>UK Postcode _ _ _ _ _                                |  |  |   |

Section 4B: Details of Former Shareholders

- > Please fill in details of any persons or corporate bodies who have ceased to be shareholders at the date of this return. Also, please give the dates that their shares were transferred.
- > Please copy this page if there is not enough space to enter all the company's former shareholders.

| Former shareholders details                               | Class and number of shares or amount of stock transferred | Date of registration of transfer |
|---|---|----------------------------------|
| <div>Name</div> <div>Address</div> <div>UK Postcode</div> |   |                                  |
| <div>Name</div> <div>Address</div> <div>UK Postcode</div> |   |                                  |
| <div>Name</div> <div>Address</div> <div>UK Postcode</div> |   |                                  |
| <div>Name</div> <div>Address</div> <div>UK Postcode</div> |   |                                  |
| <div>Name</div> <div>Address</div> <div>UK Postcode</div> |   |                                  |





Companies House

— for the record —

**363s Annual Return Declaration**

- > When you have checked all the sections of this form, please complete this page and sign the declaration below.
- > If you want to change the made up date of this annual return, please complete 2 below.

**1. Declaration**

- ☐ I confirm that the details in this annual return are correct as at the made-up-date (shown at 2 below). I enclose the filing fee of £15.

Signature

[Signature]  
(Director/Secretary)

Date

06/11/2003

*This date must not be earlier than the return date at 2 below*

**What to do now**

Complete this page then send the whole of the Annual Return and the declaration to the address shown at 4 below.

**2. Date of this return**

- ☒ This AR is made up to  
22/10/2002

If you are making this return up to an earlier date,  
please give the date here

— / — / —

*Note: The form must be delivered to CH within 28 days of this date*

**3. Date of next return**

- ☐ If you wish to change your next return to a date earlier than **22nd October 2003** please give the new date here:

— / — / —

**4. Where to send this form**

- ☐ Please return this form to:

Registrar of Companies  
Companies House  
Crown Way  
Cardiff CF14 3UZ

OR

For members of the Hays Document  
Exchange service  
DX 33050 Cardiff

**Have you enclosed the filing fee with the company number written on the reverse of the cheque?**

**Contact Address**

You do not have to give any contact information below, but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Contact Name

Telephone number *inc code*

The Company Secretary

\_\_\_\_\_

The Registry

DX number *if applicable*

34 Beckenham Road

\_\_\_\_\_

Beckenham

DX exchange

Kent BR3 4TU

0870 1623100

DX: 91750 Beckenham West