# Fieldhouse Services Limited

Registered Office 55 Denmark Hill, Camberwell, London SE5 8RS

Company Registration Number 03498784

# ACCOUNTS FOR THE YEAR ENDED

31 January 2007

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# Accountancy Business Centre (UK) Limited

**Certified Practising Accountants** 

55 Denmark Hill, Camberwell, London SE5 8RS Tel 020 7701 2222 020 7708 2021

# Company Registration Number 03498784

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#### YEAR ENDED 31 JANUARY 2007

Registration Number

03498784

Company Directors

Mr James Benedict Saunders Lawrence

Company Secretary

Miss Sharon Dam

Registered Office

55 Denmark Hill Camberwell London SE5 8RS

Accountants

Accountancy Business Centre ( U K ) Ltd

55 Denmark Hıll Camberwell

London SE5 8RS

Bankers

Lloyds TSB

309 Market Place

Romford

Advisors

TBA

Solicitors

TBA

#### **DIRECTORS REPORT**

The Directors present their report to the members together with the annual accounts for the year ended 31 January 2007

#### PRINCIPAL ACTIVITY

The principal activity of the company during the year under review was that of providing printing and binding services

#### BUSINESS REVIEW AND FUTURE DEVELOPMENTS

The state of the company's affairs and the results for the period are as per by the attached financial statements

#### DIRECTORS AND THEIR INTERESTS

The Directors of the company and their interest in shares of the company are set out below. There were no changes in the composition of the board of directors during the period ended

Mr James Benedict Saunders Lawrence

10 Ordinary £1 shares

#### REPORTING ACCOUNTANTS

The Directors consider that for the year ended 31 January 2007 the company was entitled to exemption from a statutory audit under S249A(1)(total exemption) of the Companies Act 1995 Under the provisions of the Act, the Directors have appointed The Accountancy Business Centre (UK) Limited as reporting accountants. Their report is shown on page 4 of the financial statements

#### **CLOSE COMPANY PROVISION**

The company is a close company with the provisions of the Income and Corporation Taxes Act 1988

#### SMALL COMPANY EXEMPTION

The Directors have taken advantage in the preparation of their report, of special exemptions applicable to small companies

Miss Sharon Dam

Company Secretary

29 November 2007

#### **DIRECTORS REPORT**

Accountants report to the members on the unaudited financial statements of

#### FIELDHOUSE SERVICES LIMITED

In accordance with instructions given to us we have prepared financial statements for the company for the year ended 31 January 2007 according to the accounting provisions of the Companies Act 1985

The Directors of the company have confirmed that the company is totally exempt from audit requirements under the provisions of subsection 1 of section 249A(1)(total exemption) of the Companies Act 1985 and as a result we have not carried out an audit

The financial statements on pages 5 - 8 are therefore based on the information supplied and explanations given to us by the Directors

Accountancy Business Centre (UK) Limited

Reporting Accountants

55 Denmark Hill Camberwell London SE5 8RS

29 November 2007

#### PROFIT AND LOSS ACCOUNT

#### FOR THE YEAR ENDED 31 JANUARY 2007

|                                       | Notes   | 2007<br>£ | 2006<br>£ |
|---------------------------------------|---------|-----------|-----------|
| TURNOVER                              |         | 506688    | 483100    |
| Cost of Sales                         |         | (253292)  | (252329)  |
| GROSS PROFIT                          |         | 253396    | 230771    |
| Administration                        |         | (160039)  | (191536)  |
| OPERATING PROFIT                      | 2       | 93357     | 39235     |
| Interest Receivable Interest Payable  |         | 914       | <u> </u>  |
| PROFIT ON ORDINARY ACTIVITES BEFO     | ORE TAX | 94271     | 39235     |
| Tax on profit on ordinary activites   | 3       | (17924)   | (10085)   |
|                                       |         | 76347     | 29150     |
| Less Dividend                         |         | 75000     | 25000     |
| Retained Profit / (Loss) for the Year |         | 1347      | 4150      |
| Balance B / Fwd                       |         | 104560    | 100410    |
| RETAINED PROFIT FOR THE YEAR          | 11      | 105907    | 104560    |

None of the company's activities were acquired or discontinued during the above two financial years

There are no recognised gains or loses in 2006 or 2007 other than the profit during the year

## BALANCE SHEET AS AT 31 JANUARY 2007

| FIXED ASSETS                                  | Notes            | 2007<br>£              | 2007<br>£    | 2006<br>£               | 2006<br>£    |
|---|------------------|------------------------|--------------|-------------------------|--------------|
| Tangible Assets                               | 4                |                        | 1848         |                         | -            |
| CURRENT ASSETS                                |                  |                        |              |                         |              |
| Stock Debtors Cash in Bank and in Hand        | 5                | 1575<br>52306<br>69359 | _            | 1277<br>51565<br>142585 |              |
| CURRENT LIABILITIES                           |                  | 123240                 |              | 195427                  |              |
| Creditors Directors Loan Account              | 6                | 20518                  |              | 90857                   |              |
| CURRENT ASSETS LESS CURR                      | RENT LIABILITIES | 20518                  | 102722       | 90857                   | 104570       |
| TOTAL ASSETS LESS CURREN                      | T LIABILITIES    |                        | 104570       | _                       | 104570       |
| CREDITORS - Amount falling d than one year    | ue after m 7     |                        |              |                         |              |
| Provisions for liabilities and charge         | s 10             |                        |              |                         |              |
| NET ASSETS                                    |                  | -                      | 104570       | -<br>=                  | 104570       |
| REPRESENTED BY                                |                  |                        |              |                         |              |
| Called up share capital Profit & Loss Account | 9<br>11          |                        | 10<br>104560 |                         | 10<br>104560 |
| SHAREHOLDERS FUNDS                            |                  | =                      | 104570       | =                       | 104570       |

#### BALANCE SHEET (Continuation) AS AT 31 JANUARY 2007

For the year ended 31 January 2007 the company was entitled to the exemption under subsection of the section 249A(1)(total exemption) of the Companies Act 1985

Members have not required the company to obtain an audit in accordance with section 249B(2) of the Companies Act 1985

The Directors acknowledge their responsibilities for

- 1 \ Ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985 and
- 11 \ Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its loss for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirement of the Act relating to accounts, so far as applicable to the company

Approved and signed by the Board of Directors on 29 November 2007

Mr James Benedict Saunders Lawrence

Company Director

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 JANUARY 2007

#### 1 ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention with the Financial Reporting Standard for Smaller Entities (effective June 2002)

#### b Turnover

Turnover represents the invoiced value of goods and services supplied by the company, net of Value Added Tax and trade discounts

The turnover and profit are wholly attributed to the company's main activity. In the opinion of the Directors, none of the turnover of the company is attributable to geographical markets outside the U K

#### c Depreciation

Depreciation is provided on all tangible fixed assets in use at rates calculated to write off costs less estimated residual value of each assets over its expected useful life as follows

Freehold Property

Motor Vehicles

Fixtures & Fittings

Computer Equipment

Nil

Staight line basis

Staight line basis

#### d Cash Flow Statement

The company has taken the advantage of exemption in Financial Reporting Standard Number 1 from producing a cash flow statement on the grounds that it is a small company

#### e Stocks

Stock is valued at the lower of cost and net realisable value

#### f Leasing and Hire Purchase commitments

Assets held under finance leases and hire purchase contracts, which are those where substantially all the risks and rewards of ownership of the asset have passed to the company are capitalised in the balance sheet and depreciated over their useful lives

The interest element of the rental obligations is charged to the profit and loss account over the period of the lease

Rentals paid under operating leases are charged to income on a straight line basis over the lease term

### NOTES TO THE FINANCIAL STATEMENTS

| 2 | OPERATING PROFIT                              |          |       |           |       |       |
|---|---|----------|-------|-----------|-------|-------|
|   |   |          | 2007  |           | 2006  |       |
|   | This is stated after charges                  |          | £     |           | £     |       |
|   | Depreciation of owned fixed assets            |          | 615   |           | -     |       |
|   | Depreciation of assets held under finance lea | ses      | -     |           | -     |       |
|   | and hire purchases contracts                  |          | -     |           | -     |       |
|   | Directors Remuneration                        |          | 12000 | -         |       |       |
|   |   |          | 2007  |           | 2006  |       |
| 3 | TAXATION                                      |          | £     |           | £     |       |
|   | U K Corporation Tax                           |          | 17924 |           | 10085 |       |
|   | Deferred Tax                                  | •        |       | _         |       |       |
|   |   | :        | 17924 | =         | 10085 |       |
| 4 | TANGIBLE ASSETS                               |          |       |           |       |       |
| • |   | Office   | Motor | Office    |       | Total |
|   |   | Computer |       | Equipment |       |       |
|   |   | £        | £     | £         |       | £     |
|   | At Cost                                       | -        | -     | -         |       | -     |
|   | Additions                                     | 941      | -     | 1522      |       | 2463  |
|   |   | 941      | _     | 1522      | -     | 2463  |
|   |   |          |       |           |       |       |
|   | Balance B / Fwd                               | -        | -     | -         |       | -     |
|   | Depreciation                                  | 235      | -     | 380       |       | 615   |
|   | Balance C / Fwd                               | 235      |       | 380       | =     | 615   |
|   |   |          |       |           |       |       |
|   | Net book Value                                |          |       |           |       |       |
|   | As at 31 January 2007                         | 706      |       | 1142      | =     | 1848  |
|   | As at 31 January 2006                         | _        | -     | _         |       | _     |
|   | 1.0 at 0 i suituut j 2000                     |          |       |           | _     |       |

### NOTES TO THE FINANCIAL STATEMENTS

| 5 | DEBTORS   | 2007<br>£    | 2006<br>£    |
|---|---|--------------|--------------|
|   | Trade Debtors Other Debtors                                     | 52306        | 51565        |
|   | ·   | 52306        | 51565        |
|   |   | 2007         | 2006         |
| 6 | CREDITORS - amounts falling due within one year                 | £            | £            |
|   | Obligations under Finance Lease & H P Contracts Trade Creditors | <b>-</b>     | -<br>26517   |
|   | Corporation Tax   | 17924        | 10085        |
|   | Other Taxes and Social Security Costs                           | 2594         | 4255         |
|   | Other Creditors   | -            | 50000        |
|   | Directors Loan Account Accruals & Deferred Income               | -            | -            |
|   | Accidais & Deferred income                                      | 20518        | 90857        |
|   |   | 2007         | 2006         |
| 7 | CREDITORS - amounts falling due after one year                  | £            | £            |
|   | Obligations under Finance Lease & H Pcontracts                  | <u>-</u>     |              |
|   |   | <del>-</del> |              |
|   |   | 2007         | 2006         |
| 8 | LOANS   | £            | £            |
|   | Creditors   | -            | -            |
|   | Secured Creditors   |              | <del>_</del> |
|   |   |              | <del></del>  |
|   |   | 2007         | 2006         |
| 9 | SHARE CAPITAL   | £            | £            |
|   | Authorised Share Capital  |              |              |
|   | 100 Ordinary £1 Shares  | 100          | 100          |
|   | Issued Share Capital  |              |              |
|   | 100 Ordinary £1 Shares  | 10           | 10           |

### NOTES TO THE FINANCIAL STATEMENTS

| 10 | PROVISIONS FOR LIABILITIES & CHARGES  | 2007<br>£             |                        | 2006<br>£      |                        |
|----|---|-----------------------|------------------------|----------------|------------------------|
|    | Deferred Taxation   | -                     |                        | -              |                        |
|    | At 1 February Charged to the Profit and Loss account  | -                     |                        | -              |                        |
|    | At 31 January   |                       |                        |                |                        |
|    | Deferred taxation provided in the accounts and the amo  | unts not prov         | olded are as           | s follows      |                        |
|    |   | Provided<br>2007<br>£ | Potential<br>2007<br>£ | Provided 2006  | Potential<br>2006<br>£ |
|    | Capital Allowances in advance of depreciation   |                       | <u>-</u>               | -              |                        |
| 11 | PROFIT & LOSS ACCOUNT   | 2007<br>£             |                        | 2006<br>£      |                        |
|    | At 1 February Retained Profit   | 104560<br>1347        |                        | 100410<br>4150 |                        |
|    | At 31 January   | 105907                |                        | 104560         |                        |
| 12 | OTHER FINANCIAL COMMITMENTS   | 2007<br>£             |                        | 2006<br>£      |                        |
|    | The company has incurred annual commitments under non cancellable operating leases as set out below |                       |                        |                |                        |
|    | Operating leases which expire Within one year Over five years                                       |                       |                        | -<br>-         |                        |

## PROFIT AND LOSS ACCOUNT

|  | Notes | 2007<br>£ | 2007<br>£ | 2006<br>£ | 2006<br>£ |
|--|-------|-----------|-----------|-----------|-----------|
| TURNOVER                               | 1     |           | 507602    |           | 483100    |
|  |       |           |           |           |           |
| COST OF SALES                          | 2     | 253292    | 253292    | 252329    | 252329    |
|  |       | _         |           |           |           |
| GROSS PROFIT                           |       | _         | 254310    | _         | 230771    |
| EXPENDITURE                            |       |           |           |           |           |
| Employee Costs                         | 3     | 191317    |           | 142200    |           |
| Premises Costs                         | 4     | 20093     |           | 32889     |           |
| Repairs                                | 5     | 347       |           | 2741      |           |
| General Administration Expenses        | 6     | 4640      |           | 6571      |           |
| Motor Expenses                         | 7     | 6019      |           | 3809      |           |
| Travel & Subsistence                   | 8     | 0         |           | 0         |           |
| Advertising, Promotion & Entertainment | 9     | 1882      |           | 0         |           |
| Legal & Professional                   | 10    | 9649      |           | 2755      |           |
| Bad Debts                              | 11    | 0         |           | 0         |           |
| Interest                               | 12    | 0         |           | 0         |           |
| Other Financial Charges                | 13    | 477       |           | 571       |           |
| Depreciation                           | 14    | 615       |           | 0         |           |
| Other Expenses                         | 15    | 0         |           | 0         |           |
| Total Expenses                         |       |           | 235039    |           | 191536    |
| PROFIT FOR THE YEAR                    |       | -         | 19271     | _<br>=    | 39235     |

## SCHEDULE TO THE PROFIT AND LOSS ACCOUNT

| Sales                           | Notes | 2007<br>£ | 2007<br>£     | 2006<br>£      | 2006<br>£      |
|---------------------------------|-------|-----------|---------------|----------------|----------------|
| Copying and Binding             |       |           | 506688        |                | 481374         |
| Bank Interest Received          |       |           | 914<br>507602 | -<br>-         | 1726<br>483100 |
| Cost of Sales                   | 2     |           |               |                |                |
| Paper purchases                 |       | 161714    |               | 38518          |                |
| Binding purchases               |       |           |               | 16001          |                |
| Advertising                     |       |           |               | 1689           |                |
| Copy Purchases                  |       |           |               | 18389          |                |
| Printing Purchases              |       |           |               | 20246          |                |
| Machine Hire                    |       | 17010     |               | 4991           |                |
| Increase / (Decrease) in Stocks |       | 1575      |               | (3472)         |                |
| Copier Costs                    |       |           |               | 99617          |                |
| Postage Costs Commissions       |       | 49227     |               | 23412<br>29677 |                |
| Courier Costs                   |       | 23766     |               | 3261           |                |
| Courier Costs                   |       |           | 253292        | 3201           | 252329         |
|                                 |       |           | 233292        |                | 232329         |
| Employee Costs                  | 3     |           |               |                |                |
| Wages & Salaries                |       | 85342     |               | 114312         |                |
| PAYE & NIC Payments             |       | 30975     |               | 27888          |                |
| Dividend                        |       | 75000     |               |                |                |
|                                 |       |           | 191317        |                | 142200         |
| Premises Costs                  | 4     |           |               |                |                |
|                                 |       |           |               |                |                |
| Rent                            |       | 13537     |               | 11431          |                |
| Rates                           |       | 4305      |               | 13726          |                |
| Service Charge                  |       | 403       |               | 975            |                |
| Light & Heat                    |       | 1704      |               | 1513           |                |
| Property Insurance              |       |           |               | 5112           |                |
| Use of Home                     |       |           |               |                |                |
| Water                           |       | 144       | _             | 132            |                |
|                                 |       |           | 20093         |                | 32889          |
| SUBTOTAL                        |       |           | 211410        |                | 175089         |

## SCHEDULE TO THE PROFIT AND LOSS ACCOUNT

|   | Notes | 2007<br>£   | 2007<br>£ | 2006<br>£   | 2006<br>£ |
|---|-------|-------------|-----------|-------------|-----------|
| SUBTOTAL  |       |             | 211410    |             | 175089    |
| Repairs   | 5     |             |           |             |           |
| Repairs Renewals General Maintenance of Business Machines     |       |             |           | 2741        |           |
| General Maintenance of Business Premises                      |       | 347         | _         |             |           |
| General Administrative Expenses                               | 6     |             | 347       |             | 2741      |
| Telephone, Mobile & Facsimile                                 |       | 2386        |           | 3124        |           |
| Postage, Printing & Stationery Trade Journals & Subscriptions |       | 846<br>141  |           |             |           |
| Waste Disposal Charitable Donations                           |       | 1058<br>75  |           | 1146        |           |
| Computer Software & Running Costs                             |       | 134         | 4640      | 2301        | 6571      |
| Motor Expenses  | 7     |             |           |             |           |
| Motor Insurance   |       | 668         |           |             |           |
| Servicing & Repairs Vehicle Licence                           |       | 1434<br>175 |           |             |           |
| Parking Charges Memberships                                   |       | 340         |           |             |           |
| Hire & Leasing Charges  |       |             |           |             |           |
| Petrol or Diesel  |       | 3402        |           | 3809        |           |
| Travel & Subsistence  | 8     |             | 6019      |             | 3809      |
| Travel & Subsistence  | 0     |             |           |             |           |
| Travel Costs Hotel Accommodation Subsistence                  |       |             |           |             |           |
|   |       |             | 0         | <del></del> | 0         |
| SUBTOTAL  |       |             | 222416    |             | 188210    |

## SCHEDULE TO THE PROFIT AND LOSS ACCOUNT

|  | Notes | 2007<br>£                   | 2007<br>£    | 2006<br>£    | 2006<br>£ |
|--|-------|-----------------------------|--------------|--------------|-----------|
| SUBTOTAL   |       |                             | 222416       |              | 188210    |
| Advertising, Promotion & Entertainment                                 | 9     |                             |              |              |           |
| Advertising Promotion Entertainment                                    |       | 1882                        |              |              |           |
| Legal & Professional   | 10    |                             | 1882         |              | 0         |
| Accountancy Solicitors Fees Profession Indemnity Insurance Consultancy |       | 1925<br>283<br>3243<br>4198 | <del>-</del> | 1500<br>1255 |           |
| Bad Debts  | 11    |                             | 9649         |              | 2755      |
| Bad Debts  |       |                             |              |              |           |
| Interest   | 12    |                             | 0            |              | 0         |
| Interest on Bank Loans & Overdrafts Interest on Other Loans            |       |                             |              |              |           |
| Other Finance Charges  | 13    |                             | 0            |              | 0         |
| Bank Charges Credit Card Charges H P Interest Leasing Payments         |       | 477                         |              | 571          |           |
|  |       |                             | 477          |              | 571       |
| SUBTOTAL   |       |                             | 234424       |              | 191536    |

### SCHEDULE TO THE PROFIT AND LOSS ACCOUNT

|                   | Notes | 2007  | 2007   | 2006 | 2006   |
|-------------------|-------|-------|--------|------|--------|
|                   |       | £     | £      | £    | £      |
| SUBTOTAL          |       |       | 234424 |      | 191536 |
| Depreciation      | 14    |       |        |      |        |
| Motor Vehicles    |       |       |        |      |        |
| Office Equipment  |       | 380   |        |      |        |
| Office Computer   |       | 235   |        |      |        |
|                   |       |       | 615    |      | 0      |
| Other Expenses    | 15    |       |        |      |        |
|                   |       |       |        |      |        |
|                   |       |       | 0      |      | 0      |
| TOTAL EXPENDITURE |       | <br>= | 235039 |      | 191536 |

| CAPITAL ALLOWANCES | 2007<br>Motor<br>Vehicles<br>£ | 2007<br>Fixtures &<br>Fittings<br>£ | 2007<br>Computer<br>Equip<br>£ | 2007<br>Private<br>Use<br>£ | 2007<br>C A<br>Claimed<br>£ |
|--------------------|--------------------------------|-------------------------------------|--------------------------------|-----------------------------|-----------------------------|
| Balance B / Fwd    | 5551                           |                                     |                                |                             |                             |
| Additions          | 5551                           | 0                                   | 0                              | 0                           |                             |
| W D A              | 1388                           |                                     |                                |                             |                             |
| Balance C / Fwd    | 4163                           | 0                                   | 0                              | 0                           | 1388                        |

#### FOR THE YEAR ENDED 31 JANUARY 2007

#### **CORPORATION TAX COMPUTATION**

Schedule D No 590 37458 26401

| Profit for the Year   | 2007<br>£  | 2007<br>£ | 2007<br>£<br>19271 |
|---|------------|-----------|--------------------|
| Add   |            |           |                    |
| Own Consumption (1%) Telephone & Mobile (10%) Motor Expenses (10%) Travel Expenses (10%) Entertainment & Hospitality Meals Costs & Fines Depreciation | 239<br>602 |           |                    |
| Motor Vehicles Office Computer Office Equipment Less  | 235<br>380 | 1456      |                    |
| Capital Allowances  | 1388       | 1388      | 68                 |
| SCHEDULE D1 ASSESSMENT  |            | -         | 19339              |
| Corporation Tax Due   |            |           | 3674 41            |
| Tax Due on 75,000 Dividend  |            |           | 14250 00           |
| Total Tax Due   |            | -         | 17924 41           |