

Company Registration No. 3533751 (England and Wales)

**MCA SERVICES LIMITED**  
**DIRECTOR'S REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2004**



# MCA SERVICES LIMITED

## COMPANY INFORMATION

---

<b>Director</b>	M L Cram
<b>Secretary</b>	B Cram
<b>Company number</b>	3533751
<b>Registered office</b>	5 Richardson Walk, Lexden Colchester Essex C03 4AJ
<b>Accountants</b>	Mallors 5 Richardson Walk, Lexden Colchester Essex C03 4AJ
<b>Business address</b>	33 St Mark Drive Colchester Essex CO4 0LP

---

# MCA SERVICES LIMITED

## CONTENTS

---

	Page
Director's report	1
Accountants' report	2
Profit and loss account	3
Balance sheet	4
Notes to the financial statements	5 - 7

---

# MCA SERVICES LIMITED

## DIRECTOR'S REPORT FOR THE YEAR ENDED 31 MARCH 2004

---

The director presents his report and financial statements for the year ended 31 March 2004.

### Principal activities

The principal activity of the company during the year continued to be that of electrical engineering consultancy and training.

### Director

The following director has held office since 1 April 2003:

M L Cram


### Director's interests

The director's interest in the shares of the company was as stated below:

	Ordinary shares of £ 1 each	
	31 March 2004	1 April 2003
M L Cram	100	100

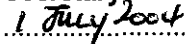
This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

By order of the board



B Cram

Secretary



# MCA SERVICES LIMITED

## ACCOUNTANTS' REPORT TO THE DIRECTOR ON THE UNAUDITED ACCOUNTS OF MCA SERVICES LIMITED

---

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 31 March 2004, set out on pages 3 to 7 and you consider that the company is exempt from an audit. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities from the accounting records and information and explanations supplied to us.

*Mallers*

**Mallers**

**Chartered Certified Accountants**

*2 July 2004*

5 Richardson Walk, Lexden  
Colchester  
Essex  
C03 4AJ

# MCA SERVICES LIMITED

## PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2004

		2004 £	2003 £
	Notes		
Turnover		38,134	34,441
Cost of sales		(9,700)	(7,726)
<b>Gross profit</b>		<b>28,434</b>	<b>26,715</b>
Administrative expenses		(16,052)	(20,089)
<b>Operating profit</b>	<b>2</b>	<b>12,382</b>	<b>6,626</b>
Interest payable and similar charges		(669)	(669)
<b>Profit on ordinary activities before taxation</b>		<b>11,713</b>	<b>5,957</b>
Tax on profit on ordinary activities	<b>3</b>	(166)	-
<b>Profit on ordinary activities after taxation</b>		<b>11,547</b>	<b>5,957</b>
Dividends		(12,000)	(6,000)
<b>Retained loss for the year</b>	<b>8</b>	<b>(453)</b>	<b>(43)</b>

# MCA SERVICES LIMITED

## BALANCE SHEET AS AT 31 MARCH 2004

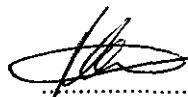
	Notes	2004 £	£	2003 £	£
<b>Fixed assets</b>					
Tangible assets	4		986		-
<b>Current assets</b>					
Stocks		2,139		2,000	
Debtors	5	1,400		630	
Cash at bank and in hand		1,943		1,773	
		<u>5,482</u>		<u>4,403</u>	
<b>Creditors: amounts falling due within one year</b>	6	<u>(5,154)</u>		<u>(2,635)</u>	
<b>Net current assets</b>			328		1,768
<b>Total assets less current liabilities</b>			<u>1,314</u>		<u>1,768</u>
<b>Capital and reserves</b>					
Called up share capital	7		100		100
Profit and loss account	8		1,214		1,668
<b>Shareholders' funds</b>			<u>1,314</u>		<u>1,768</u>

In preparing these financial statements:

- (a) The director is of the opinion that the company is entitled to the exemption from audit conferred by Section 249A(1) of the Companies Act 1985;
- (b) No notice has been deposited under Section 249B(2) of the Companies Act 1985, and
- (c) The director acknowledges his responsibilities for:
  - (i) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985, and
  - (ii) 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 profit or loss for the financial year in accordance with the requirements of Section 226, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

The financial statements were approved by the Board on 1 July 2004



M L Cram  
Director

# MCA SERVICES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2004

---

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities.

#### 1.2 Turnover

Turnover represents amounts receivable for goods and services net of VAT and trade discounts.

#### 1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Plant and machinery	20 % Straight line
Fixtures, fittings & equipment	

2	Operating profit	2004	2003
		£	£
	Operating profit is stated after charging:		
	Depreciation of tangible assets	247	150
	Director's emoluments	4,004	9,000
		<u>          </u>	<u>          </u>
3	Taxation	2004	2003
		£	£
	Domestic current year tax		
	U.K. corporation tax	166	-
		<u>          </u>	<u>          </u>
	Current tax charge	166	-
		<u>          </u>	<u>          </u>



# MCA SERVICES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2004

### 4 Tangible fixed assets

	Plant and machinery etc
	£
<b>Cost</b>	
At 1 April 2003	750
Additions	1,233
	<hr/>
At 31 March 2004	1,983
	<hr/>
<b>Depreciation</b>	
At 1 April 2003	750
Charge for the year	247
	<hr/>
At 31 March 2004	997
	<hr/>
<b>Net book value</b>	
At 31 March 2004	986
	<hr/> <hr/>

### 5 Debtors

	2004	2003
	£	£

Trade debtors	1,400	630
	<hr/> <hr/>	<hr/> <hr/>

### 6 Creditors: amounts falling due within one year

	2004	2003
	£	£

Trade creditors	962	629
Taxation and social security	166	-
Other creditors	4,026	2,006
	<hr/>	<hr/>
	5,154	2,635
	<hr/> <hr/>	<hr/> <hr/>

### 7 Share capital

	2004	2003
	£	£

<b>Authorised</b>		
1,000 Ordinary shares of £1 each	1,000	1,000
	<hr/> <hr/>	<hr/> <hr/>

<b>Allotted, called up and fully paid</b>		
100 Ordinary shares of £1 each	100	100
	<hr/> <hr/>	<hr/> <hr/>

# MCA SERVICES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2004

---

### 8 Statement of movements on profit and loss account

	Profit and loss account £
Balance at 1 April 2003	1,667
Retained loss for the year	(453)
	<hr/>
Balance at 31 March 2004	1,214
	<hr/>

### 9 Control

The ultimate controlling party is Mr M L Cram the company director and main shareholder.