Registered Number 03560490 England and Wales

# FELTON PROPERTY SERVICES LIMITED

ANNUAL REPORT AND ACCOUNTS

30 JUNE 2003

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DIRECTOR		P. Vesey Holt
SECRETARY		C. A. N. Daniel
REGISTERED	OFFICE	3 Ockenden Lane Cuckfield West Sussex RH17 5LD
REGISTERED	NUMBER	03560490 England and Wales
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# ANNUAL REPORT AND ACCOUNTS

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#### REPORT OF THE DIRECTORS

The directors present their annual report with the accounts of the company for the year ended 30 June 2003.

#### PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was the supply of rented property and property services.

#### **DIRECTORS**

The director in office during the year and their beneficial interest in the issued ordinary share capital was as follows

	2003	2002
P. Vesey Holt		
Number of shares	104	104
Issued value	£ 104000	£ 104000

#### DIRECTORS 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:

- (a) select suitable accounting policies and then apply them consistently
- (b) make judgements and estimates that are reasonable and prudent
- (c) follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts
- (d) 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 them 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 CONTIBUTIONS

No charitable contributions were made during the year.

In preparing the above report, the directors have taken advantage of special exemptions applicable to small companies provided by Part 11 of Schedule 8 to the Companies Act 1985.

Signed on behalf of the board of directors

C. A. N. Daniel

Approved by the board 30 December 2003

Secretary

# PROFIT AND LOSS ACCOUNT

#### FOR THE YEAR ENDED 30 JUNE 2003

	2003	2002
Notes	£	£
TURNOVER 2	35627	38371
Administration Expenses	23005	22111
PROFIT ON ORDINARY ACTIVITIES BEFORE TAX	12622	16260
Taxation	623	2177
PROFIT FOR THE FINANCIAL YEAR AFTER TAX	11999	14083
DIVIDENDS PAID	0	0
RETAINED PROFIT FOR THE FINANCIAL YEAR	11999	14083
RETAINED PROFIT BROUGHT FORWARD	52216	38133
RETAINED PROFIT CARRIED FORWARD	£ 64215 =====	£ 52216

# CONTINUING OPERATIONS

None of the companies activities were acquired or discontinued during the above two financial years.

# TOTAL RECOGNISED GAINS AND LOSSES

The company has no recognised gains or losses other than the profit for the two financial years.

#### BALANCE SHEET AS AT 30 JUNE 2003

	NOTES	2003	2002
FIXED ASSETS Tangible assets	3	296950	296950
CURRENT ASSETS Trade Debtors Cash at Bank		0 40  40	0 40  40
CREDITORS Amounts falling due within one year	4	77076 	71299 
NET CURRENT ASSETS		( 77036 )	( 71259)
CREDITORS Amounts falling due after more than one year	5	219914 51699  £ 168215	225691  69475 £ 156216
CAPITAL AND RESERVES			
Called Up Share Capital Profit and Loss Account	6	104000 64215	104000 52216
		£ 168215	£ 156216 =====

The company is entitled to the exemptions under section(1) of section 249A(1) of the Companies Act 1985 and has produced unaudited accounts.

No member of the company has requested an audit under Sections 249B(2) the companies act 1985.

The directors are aware of their obligations to keep proper records which comply with section 221 and to prepare accounts which give a true and fair view of the companies position in accordance with section 226 and which otherwise comply with the act relating to accounts.

The directors in preparing the accounts have relied upon the exemptions for individual accounts provided by section 246 of the Act.

F. Mu Car Director

Approved by the board 30th December 2003

#### NOTES TO THE ACCOUNTS - 30 JUNE 2003

#### 1. ACCOUNTING POLICES

## Basis of Accounting

The accounts have been prepared under the historical cost convention.

#### Cash Flow

The accounts do not include a cash flow statement because the company as a small reporting entity, is exempt from the requirements to prepare such a statement under Financial Reporting Standard 1 'Cash flow statements'.

#### Turnover

Turnover represents net invoiced value of services provided, excluding value added tax.

## Tangible Fixed Assets

Depreciation is provided, after taking account of any grants receivable at the following annual rate in order to write off each asset over its estimated useful life:

Equipment

25% Reducing Installment

# Deferred Taxation

Provision is made at current rates for taxation deferred in respect of all material timing differences except that, in the opinion of the directors, there is reasonable probability that the liability will not arise in the foreseeable future.

#### 2. OPERATING PROFIT

	2003 £	2002 £
This is stated after charging/(crediting):		
Depreciation of tangible fixed assets	0====	0====
Directors Emoluments For services as directors Other emoluments	0 0	0
	=====	====

# NOTES TO THE ACCOUNTS - 30 JUNE 2003 Continued

3.	FIXED ASSETS COST		reehold roperty
	At 1 July 2002 Additions		296950 0
	AT 30 June 2003	£	296950
	DEPRECIATION At 1st July 2002 Charge for the year		0 0
	At 30th June 2003	£	0
	WRITTEN DOWN VALUE At 30th June 2003	£	296950
	At 30th June 2002	£	296950 <b>-</b>
4.	CREDITORS: Amounts falling due withi	in one year	
		2003 £	2002 £
	Bank Loan ( secured ) Bank Overdraft Corporation Tax Accountancy Directors Loan Accounts	24000 5160 623 360 46933  £ 77076	24000 3114 2177 350 41658  £ 71299
5	. CREDITORS: AMOUNTS FALLING DUE AFTE	r more than	ONE YEAR
	Bank Loan ( secured ) repayable within ten years	£ 51699	£ 69475
6	. CALLED UP SHARE CAPITAL		
	Authorised: 1000 Ordinary Shares of £1 each	£ 1000	£ 1000
	Allotted, issued and fully paid: 104 Ordinary Shares of £1 each issued at a premium for £1000 each	£ 104000	£ 104000

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30 JUNE 2003

	2003	2002
	££	££
INCOME		
Rent and other charges	35627	38371
LESS EXPENSES		
Office costs	3031	3260
Rent of Store	240	240
Insurance	1418	1040
Water & Rates	509	865
Repairs & Maint	6118	4292
Telephone	495	440
Stationary etc	213	277
Traveling	3040	3010
Bank Charges	328	208
Professional Fees	1014	1052
Accountancy Charges	360	350
Interest	6224	7067
Interest received	( 0 )	( 5 )
Sundry Expenses	15	15
	23005	22111
PROFIT BEFORE TAXATION	£ 12622	£ 16260
	=====	====