

REGISTERED NUMBER: 3592356 (England and Wales)

ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 JULY 2003

FOR

THE ACTION SKILLS COMPANY LIMITED



**THE ACTION SKILLS COMPANY LIMITED**

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for the Year Ended 31 July 2003**

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**THE ACTION SKILLS COMPANY LIMITED**

**COMPANY INFORMATION**  
**for the Year Ended 31 July 2003**

**DIRECTOR:** M Harnes

**SECRETARY:** A M Thorburn

**REGISTERED OFFICE:** 4 Enterprise Court  
Downmill Road  
Bracknell  
Berkshire  
RG12 1QS

**REGISTERED NUMBER:** 3592356 (England and Wales)

**ACCOUNTANTS:** Wagstaffs Ltd  
Chartered Accountants  
4 Enterprise Court  
Downmill Road  
Bracknell  
Berkshire  
RG12 1QS

**THE ACTION SKILLS COMPANY LIMITED**

**ABBREVIATED BALANCE SHEET**

**31 July 2003**

		<u>31.7.03</u>		<u>31.7.02</u>	
	Notes	£	£	£	£
<b>FIXED ASSETS:</b>					
Tangible assets	2		10,457		9,393
<b>CURRENT ASSETS:</b>					
Debtors		2,346		20,935	
Investments		25,035		25,035	
Cash at bank and in hand		30,348		13,582	
		<u>57,729</u>		<u>59,552</u>	
<b>CREDITORS:</b> Amounts falling due within one year		<u>19,466</u>		<u>21,244</u>	
<b>NET CURRENT ASSETS:</b>			<u>38,263</u>		<u>38,308</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>			<u><u>£48,720</u></u>		<u><u>£47,701</u></u>
<b>CAPITAL AND RESERVES:</b>					
Called up share capital	3		100		100
Profit and loss account			48,620		47,601
<b>SHAREHOLDERS' FUNDS:</b>			<u><u>£48,720</u></u>		<u><u>£47,701</u></u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31 July 2003.

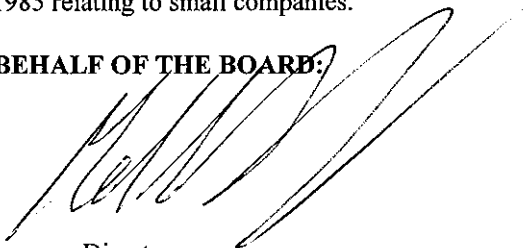
The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2003 in accordance with Section 249B(2) of the Companies Act 1985.

The director acknowledges his responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

These abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**ON BEHALF OF THE BOARD:**

  
M Harmes - Director

Approved by the Board on 16 December 2003

The notes form part of these abbreviated accounts

**THE ACTION SKILLS COMPANY LIMITED**

**NOTES TO THE ABBREVIATED ACCOUNTS**  
**for the Year Ended 31 July 2003**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements 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 sales of services, excluding value added tax.

**Tangible fixed assets**

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

Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 33% on cost

**Deferred tax**

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

**Pensions**

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the profit and loss account.

**2. TANGIBLE FIXED ASSETS**

	<b>Total</b>
	<b>£</b>
<b>COST:</b>	
At 1 August 2002	21,472
Additions	6,549
	<hr/>
At 31 July 2003	28,021
	<hr/>
<b>DEPRECIATION:</b>	
At 1 August 2002	12,079
Charge for year	5,485
	<hr/>
At 31 July 2003	17,564
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<b>NET BOOK VALUE:</b>	
At 31 July 2003	10,457
	<hr/>
At 31 July 2002	9,393
	<hr/>

**THE ACTION SKILLS COMPANY LIMITED**

**NOTES TO THE ABBREVIATED ACCOUNTS  
for the Year Ended 31 July 2003**

**3. CALLED UP SHARE CAPITAL**

Authorised:				
Number:	Class:	Nominal value:	<b>31.7.03</b>	31.7.02
			£	£
1,000	Ordinary	£1	<b>1,000</b>	1,000
			<u>          </u>	<u>          </u>
Allotted, issued and fully paid:				
Number:	Class:	Nominal value:	<b>31.7.03</b>	31.7.02
			£	£
100	Ordinary	£1	<b>100</b>	100
			<u>          </u>	<u>          </u>