Financial statements for the year ended 31 March 2011

Report of the directors

The directors present their annual report together with the unaudited financial statements of the company for the year ended 31 March 2011

The company is dormant and has not traded during the year. Consequently no profit and loss account has been produced in respect of the year under review. Any costs incurred by the company during the year were paid on its behalf

The directors do not recommend the payment of a dividend (2010 £nil)

The directors who served the company during the year, and subsequent to the year end, were as follows

M A A Akinlade

S W Laird

J O'Kane (resigned on 17/01/11)

K Hogg (resigned as director and secretary on 17/01/11)

BY ORDER OF THE BOARD

Mark Akınlade Dırector

20 December 2011

THURSDAY

A28 22

22/12/2011 COMPANIES HOUSE #7

Financial statements for the year ended 31 March 2011

Balance sheet			
	Note	31 March 2011 £	31 March 2010 £
Current assets Debtors – amount owed by parent undertaking Total assets		2 2	2
Capital and reserves Called-up equity share capital Shareholders' funds	3 _	2 2	2

Statements:

- (a) For the year ended 31 March 2011 the company was entitled to exemption from audit under Section 480(1) of the Companies Act 2006
- (b) Members have not required the company to obtain an audit in accordance with Section 476(1) of the Companies Act 2006
- (c) The directors acknowledge their responsibilities for
 - (i) ensuring the company keeps accounting records in accordance with Section 386, and
 - (ii) preparing financial statements 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 393, and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company

These financial statements were approved by the directors and authorised for issue on 20 December 2011, and are signed on their behalf by

Mark Akınlade Director

The accompanying accounting policies and notes form part of these financial statements.

Secretariat Services Limited

Company No. 3623281

Financial statements for the year ended 31 March 2011

Notes to the financial statements

1 Basis of preparation

The financial statements have been prepared in accordance with the historical cost convention and in accordance with applicable UK accounting standards and applicable Companies Act legislation

2 Dormant status

The company was dormant within the meaning of Section 480 of the (Companies Act 2006) throughout the year ended 31 March 2011. The company has not traded during the year or during the preceding financial year. During these periods, the company did not receive any income and did not incur any expenditure and therefore made neither profit nor loss.

3 Share capital

Allotted, called up and fully paid

, motor, canon ap an a ran, pan	31 March 2011 No	£	31 March 2010 No	£
Ordinary shares of £1 each	2	2	2	2

4 Ultimate parent undertaking

The company's immediate and ultimate parent undertaking and ultimate controlling party is Jarvis plc (in administration) a company registered in England and Wales