

UNAUDITED ABBREVIATED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2004

FOR

THE PROBATE BUREAU LIMITED



THE PROBATE BUREAU LIMITED

CONTENTS OF THE ABBREVIATED ACCOUNTS
for the year ended 31 March 2004

	Page
Company Information	1
Abbreviated Balance Sheet	2
Notes to the Abbreviated Accounts	3

THE PROBATE BUREAU LIMITED

COMPANY INFORMATION
for the year ended 31 March 2004

DIRECTOR: Mr D H West

SECRETARY: Mrs E L West

REGISTERED OFFICE: 19-20 Bourne Court
Southend Road
Woodford Green
Essex
IG8 8HD

REGISTERED NUMBER: 3731093

ACCOUNTANTS: RAFFINGERS STUART
Chartered Certified Accountants
19-20 Bourne Court
Southend Road
Woodford Green
Essex
IG8 8HD

THE PROBATE BUREAU LIMITED

ABBREVIATED BALANCE SHEET

31 March 2004

		<u>2004</u>		<u>2003</u>	
	Notes	£	£	£	£
FIXED ASSETS:					
Tangible assets	2		4,195		3,832
CURRENT ASSETS:					
Stocks		132,742		97,199	
Debtors		11,472		8,630	
Cash at bank and in hand		2,962,072		1,720,869	
		<u>3,106,286</u>		<u>1,826,698</u>	
CREDITORS: Amounts falling due within one year		<u>3,014,312</u>		<u>1,750,765</u>	
NET CURRENT ASSETS:			<u>91,974</u>		<u>75,933</u>
TOTAL ASSETS LESS CURRENT LIABILITIES:			<u>96,169</u>		<u>79,765</u>
CREDITORS: Amounts falling due after more than one year			<u>-</u>		<u>1,500</u>
			<u><u>£96,169</u></u>		<u><u>£78,265</u></u>
CAPITAL AND RESERVES:					
Called up share capital	3		2		2
Profit and loss account			<u>96,167</u>		<u>78,263</u>
SHAREHOLDERS' FUNDS:			<u><u>£96,169</u></u>		<u><u>£78,265</u></u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31 March 2004.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2004 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:



Mr D H West - Director

Approved by the Board on 24 February 2005

The notes form part of these abbreviated accounts

THE PROBATE BUREAU LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS
for the year ended 31 March 2004

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 goods, 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, fittings & equipment - 15% on reducing balance

Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

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

	<u>Total</u>
	£
COST:	
At 1 April 2003	5,823
Additions	<u>1,104</u>
At 31 March 2004	<u>6,927</u>
DEPRECIATION:	
At 1 April 2003	1,992
Charge for year	<u>740</u>
At 31 March 2004	<u>2,732</u>
NET BOOK VALUE:	
At 31 March 2004	<u>4,195</u>
At 31 March 2003	<u><u>3,832</u></u>

THE PROBATE BUREAU LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS
for the year ended 31 March 2004

3. CALLED UP SHARE CAPITAL

Authorised:

Number:	Class:	Nominal value:	2004 £	2003 £
1,000	Ordinary	£1.00	<u>1,000</u>	<u>1,000</u>

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2004 £	2003 £
2	Ordinary	£1.00	<u>2</u>	<u>2</u>