

# **A & C Copying Limited**

## **ANNUAL REPORT**

**For the period ended 31<sup>st</sup> October 2000**



# **A & C Copying Limited**

## **Annual Report for the period ended 31<sup>st</sup> October 2000**

Registered No: 3842185

	<b>Pages</b>
<b>Directors and advisers</b>	1
<b>Directors' report</b>	2 - 3
<b>Profit and loss account</b>	4
<b>Balance sheet</b>	5
<b>Notes to the financial statements</b>	6 - 9

# **A & C Copying Limited**

## **Directors and advisers**

### **Executive Director**

Chairman

A C J Verrill  
C L Redmond

### **Secretary and Registered Office**

C L Redmond  
25/29 Queen Street  
Maidenhead  
Berkshire  
SL6 1NB

### **Accountants**

Oppenheims  
25-29 Queen Street  
Maidenhead  
Berkshire  
SL6 1NB

# A & C Copying Limited

## Report of the Directors for the period ended 31<sup>st</sup> October 2000

The director presents the report and the financial statements for the period ended 31<sup>st</sup> October 2000.

### Formation and share capital

The company was incorporated on 15<sup>th</sup> September 1999, and two shares were issued for cash at par.

### Principal activity

The principal activity of the company is reprographics, and the trade commenced on 1<sup>st</sup> November 1999.

### Review of business and future developments

The profit and loss account for the period is set out on page 4.

### Dividends and transfers to reserves

The directors recommend the payment of a dividend of £29,356. The profit retained for the financial period of £24,875 has been transferred to reserves.

### Directors

The directors of the company at 31<sup>st</sup> October 2000 and those who served during the period ended on that date were:

A C J Verrill  
C L Redmond

### Directors' interests

The interests of the directors in the shares of the company at 31<sup>st</sup> October 2000 according to the register required to be kept by Section 325 of the Companies Act 1985, were as follows:

#### Ordinary shares of £1 each

	31 <sup>st</sup> October 2000		15 <sup>th</sup> September 1999	
	Number	Amount	Number	Amount
A C J Verrill	1	1	1	1
C L Redmond	1	1	1	1
	==	==	==	==

## **A & C Copying Limited**

### **Directors' Responsibilities**

The directors are required by UK Company law to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the Company as at the end of the financial year and of the profit or loss of the Company for that year.

The directors confirm that suitable accounting policies have been used and applied consistently, and that reasonable and prudent judgements and estimates have been made in the preparation of the financial statements for the period ended 31<sup>st</sup> October 2000. The directors also confirm that applicable accounting standards have been followed and that the financial statements have been prepared on a going concern basis.

### **Accountants**

Oppenheims were the accountants for the year, and a resolution to re-appoint them will be proposed at the annual general meeting.

### **By order of the Board**



**C L Redmond**  
**Secretary**

2/11/01 2000

# **A & C Copying Limited**

## **PROFIT AND LOSS ACCOUNT**

**For the period ended 31<sup>st</sup> October 2000**

	Notes	2000 £
Turnover	2	176,576
Cost of sales		<u>(57,064)</u>
Gross profit		119,512
Administration expenses		<u>(52,490)</u>
Operating profit	3	67,022
Profit on ordinary activities before taxation		67,022
Tax on profit on ordinary activities	7	<u>(12,791)</u>
Profit for the financial period		54,231
Dividends paid		<u>(29,356)</u>
Retained profit for the financial period	12	<u>24,875</u>

# A & C Copying Limited

## BALANCE SHEET 31st October 2000

	Notes	2000 £
<b>Fixed Assets</b>		
Tangible assets	8	<u>13,070</u>
<b>Current Assets</b>		
Stock		2,600
Debtors	9	<u>41,682</u>
		44,282
<b>Creditors: amounts falling due within one year</b>	10	<u>(32,475)</u>
<b>Net current assets</b>		<u>11,807</u>
<b>Total assets less current liabilities</b>		24,877
<b>Net assets</b>		<u>24,877</u>
<b>Capital and reserves</b>		
Called up share capital	11	2
Profit and loss account	12	<u>24,875</u>
<b>Shareholders' funds</b>		<u>24,877</u>

The directors confirm that the company is entitled, for the year ended 31<sup>st</sup> October 2000, to the exemption from audit of its financial statements conferred by subsection (1) of section 249A of the Companies Act 1985 and that no notice has been deposited by members requiring the company to obtain an audit of its financial statements for that year.

The directors acknowledge their responsibility for -

- 1) ensuring that the company keeps proper accounting records which comply with the requirements of the Companies Act 1985, and
- 2) 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 loss for the year then ended in accordance with the requirements of section 226 of the Act, and which otherwise comply with the requirements of this Act relating to financial statements, 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.

The financial statements on pages 4 to 9 were approved by the Board of Directors on 21/10/01  
2000 and were signed on its behalf by:

**Director**

*C. Redmond*

# A & C Copying Limited

## Notes to the financial statements for the period ended 31<sup>st</sup> October 2000

### 1 Principal accounting policies

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom, applied consistently from year to year, and a summary of the more important accounting policies are shown below.

#### Basis of accounting

The financial statements are prepared in accordance with the historical cost convention, on a going concern basis.

#### Turnover

Turnover represents amounts invoiced in respect of sales, excluding trade discounts and value added tax.

#### Deferred taxation

Tax deferred or accelerated is accounted for in respect of all material timing differences to the extent that it is probable that a liability or asset will crystallise.

#### Depreciation

The fixed assets of the company are depreciated at rates that are estimated to eliminate them over their useful working lives. Rates of 25% per annum are applied by the company.

### 2 Turnover

Turnover consists of sales made in the United Kingdom and is derived solely from the company's principal activity.

### 3 Operating profit

The operating profit for the year is stated after charging:

	2000
	£
Depreciation	4,322
	=====



# A & C Copying Limited

## 4 Interest payable

	2000
	£
Interest payable on bank and other borrowing: repayable within one year	<u>1,164</u>
	<u>1,164</u>

## 5 Directors' emoluments

	2000
	£
Fees - current year (including benefits in kind)	-
	<u>-</u>

## 6 Employee information

The average monthly number of persons (full-time and part-time), employed by the company, including directors, during the year is analysed below:-

	2000
	Number
Administration	1
Other	<u>3</u>

The employment costs relating to the above employees during the year were as follows:

	2000
	£
Remuneration	12,956
Social security costs	<u>883</u>
	<u>13,839</u>

## 7 Taxation

	2000
	£
Corporation tax charge for the year	<u>12,791</u>

# A & C Copying Limited

## 8 Tangible fixed assets

	Vehicles and equipment £	2000 £
Cost		
Additions	<u>17,392</u>	<u>17,392</u>
At 31 <sup>st</sup> October 2000	<u>17,392</u>	<u>17,392</u>
Depreciation		
Charge for the period	<u>4,322</u>	<u>4,322</u>
At 31 <sup>st</sup> October 2000	<u>4,322</u>	<u>4,322</u>
Net book value	<u>13,070</u>	<u>13,070</u>

## 9 Debtors

	2000 £
Trade debtors	<u>41,680</u>
	<u>41,680</u>

## 10 Creditors: amounts falling due within one year

	2000 £
Other creditors	19,934
Bank overdraft	<u>12,541</u>
	<u>32,475</u>

## 11 Called up share capital

	Number	2000 Value £
Authorised		
Ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>
Allotted, called up and fully paid		
Ordinary shares of £1 each	<u>2</u>	<u>2</u>
Issued share capital	<u>2</u>	<u>2</u>

**A & C Copying Limited****12 Profit and loss account**

	2000 £
Profit for the period	<u>24,875</u>
At 31 <sup>st</sup> October 2000	<u>24,875</u>

**13 Capital commitments**

	2000 £
Future capital expenditures authorised but not contracted	<u>~</u>