

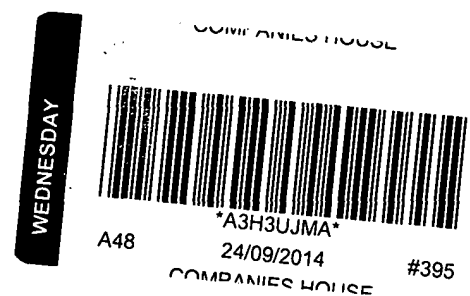
**Registered Number – 04989208  
(England & Wales)**

**GENERAL DOMESTIC SERVICES LIMITED**

**UNAUDITED**

**DIRECTORS REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2013**



**GENERAL DOMESTIC SERVICES LIMITED**

**COMPANY INFORMATION**

<b>Directors</b>	<b>Mr D A Cotterill Mr J P Rimmer Mrs A M Cotterill</b>
<b>Secretary</b>	<b>Mr D A Cotterill</b>
<b>Company Number</b>	<b>04989208</b>
<b>Registered Office</b>	<b>3 Zander Grove West Derby Liverpool L12 0QP</b>
<b>Accountants</b>	<b>Graham Holden &amp; Co 4 Stapleton Road Liverpool L37 2YN</b>

# **GENERAL DOMESTIC SERVICES LIMITED**

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## **GENERAL DOMESTIC SERVICES LIMITED**

### **DIRECTORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2013**

The directors present their report and financial statements of the company for the year ended 31 December 2013 under their duties and as per the requirements of the Companies Act 2006.

#### **Principal activities**

The principal activity of the company continued to be that of cleaning contractors. The financial statements for the year have been produced on the basis that the company is trading as an on-going concern.

#### **Directors**

The directors who have held office throughout the year from 1<sup>st</sup> January 2013 to 31<sup>st</sup> December 2013 were:-

Mr D A Cotterill (Also Secretary)  
Mr J P Rimmer  
Mrs A M Cotterill

#### **Political and charitable donations**

Political donations for the year – NIL  
Charitable donations for the year - NIL

#### **Company employment policy**

The company does not discriminate on the grounds of disability when selecting candidates for employment.

The report of the directors has been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

This report was approved by the board of directors on 9 September 2014 and signed on behalf of the board by:-

Mr D A Cotterill    Mr J P Rimmer  
Director                      Director



**GENERAL DOMESTIC SERVICES LIMITED**

**CHARTERED CERTIFIED ACCOUNTANTS REPORT TO THE BOARD OF  
DIRECTORS ON THE UNAUDITED FINANCIAL STATEMENTS OF  
GENERAL DOMESTIC SERVICES LIMITED**

We have compiled the Financial Statements of the company for the period ended 31st December 2013 from the information and explanations provided to us by the directors of the company so that the directors of the company do fulfil their duties under the Companies Act 2006.

In accordance with our terms of engagement, the work undertaken by us was such that we have compiled the Financial Statements for the year ended 31 December 2013 and report to the directors of the company on only those matters which were agreed to be covered.

To the fullest extent permitted by law we do not accept or assume responsibility to any other parties other than the board of directors of General Domestic Services Ltd for our work undertaken to produce this report.

The work undertaken for this report has been carried in accordance with the technical and ethical guidance given by the Association of Chartered Certified Accountants relating to its members preparing financial statements.

We have not carried out an audit of the Financial Statements from which they have been produced. For this reason we have not verified the accuracy or completeness of the accounting records of the company. We have relied on the information and explanations given to us by you and we do not therefore express any opinion on the Financial Statements.



**GRAHAM HOLDEN & CO  
LIVERPOOL  
ENGLAND**

**September 2014**

# GENERAL DOMESTIC SERVICES LIMITED

## PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2013

		2013	2012
	Note	£	£
<b>TURNOVER</b>	<b>1</b>	<b>109,892</b>	<b>105,389</b>
<b>Cost of sales</b>		<b>1,426</b>	<b>1,370</b>
<b>GROSS PROFIT</b>		<b>108,466</b>	<b>104,019</b>
<b>Direct Costs</b>		<b>84,166</b>	<b>76,474</b>
<b>Overhead Costs</b>		<b>13,075</b>	<b>10,096</b>
<b>OPERATING PROFIT</b>	<b>3</b>	<b>11,225</b>	<b>17,449</b>
<b>Interest Receivable</b>		<b>13</b>	<b>8</b>
<b>Interest Payable</b>		<b>623</b>	<b>439</b>
<b>Non Taxable Income</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>PROFIT ON ORDINARY ACTIVITIES</b>			
<b>Before Taxation</b>		<b>10,615</b>	<b>17,018</b>
<b>Tax on profit on ordinary activities</b>	<b>4</b>	<b>971</b>	<b>3,432</b>
<b>PROFIT ON ORDINARY ACTIVITIES</b>			
<b>After Taxation</b>	<b>10</b>	<b>9,644</b>	<b>13,586</b>

The notes on pages 5 to 8 form part of these financial statements.

**GENERAL DOMESTIC SERVICES LIMITED**

**BALANCE SHEET  
AS AT 31 DECEMBER 2013**

	Note	£	2013 £	2012 £
<b>FIXED ASSETS</b>				
Tangible fixed assets	5		<b>9,933</b>	<b>5,449</b>
<b>CURRENT ASSETS</b>				
Stocks		150	150	
Debtors	6	15,474	24,668	
Cash at bank and in hand		8,082	4,514	
		23,706	29,332	
<b>CREDITORS :amounts falling due within one year</b>	7	(19,146)	(20,529)	
<b>NET CURRENT ASSETS</b>			<b>4,560</b>	<b>8,803</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b>14,493</b>	<b>14,252</b>
<b>CREDITORS :amounts falling due after more than one year</b>	8		4,813	550
<b>NET ASSETS</b>			<b>9,680</b>	<b>13,702</b>
<b>CAPITAL AND RESERVES</b>				
Called up share capital	9		602	602
Profit and loss account	10		9,078	13,100
<b>SHAREHOLDERS FUNDS</b>			<b>9,680</b>	<b>13,702</b>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 and members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 477 of the 2006 Act. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with the requirements of the 2006 Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 December 2013 and of its profit for the year then ended in accordance with the requirements of the 2006 Act and which otherwise comply with the requirements of the Companies Act 1985 relating to the financial statements so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part V11 of the Companies Act 1985 applicable to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005)

The financial statements were approved and authorised for issue by the board and were signed on its behalf on the 9 September 2014

**D A Cotterill**  
Director

**J P Rimmer**  
Director

The notes on pages 5 to 9 form part of these financial statements.

# **GENERAL DOMESTIC SERVICES LIMITED**

## **NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2013**

### **1. ACCOUNTING POLICIES**

#### **1.1 Basis of preparation of financial statements**

The full financial statements from which these abbreviated accounts have been extracted have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005).

#### **1.2 Turnover**

Turnover comprises revenue recognised by the company in respect of goods and services supplied exclusive of Value Added Tax and trade discounts.

#### **1.3 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:-

Motor vehicles	- 25% reducing balance
Fixtures & fittings	- 33% reducing balance
Office equipment	- 33% reducing balance
Computer equipment	- 33% straight line

#### **1.4 Leasing and hire purchase**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the company. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

#### **1.5 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

### **2. NON TAXABLE INCOME**

<b>2013</b>	<b>2012</b>
<b>£</b>	<b>£</b>
<b>NIL</b>	<b>NIL</b>



# GENERAL DOMESTIC SERVICES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### 3. OPERATING PROFIT

The operating profit is stated after charging :

	2013 £	2012 £
Depreciation of tangible fixed assets		
- owned by the company	320	521
- held under finance leases	3,106	1,371
Directors emoluments	51,198	49,727

### 4. TAXATION

	2013 £	2012 £
Analysis of tax (credit)/ charge in the year		
UK Corporation Tax charge on profits for the year	971	3,432
Adjustments in respect of prior periods	0	0
Total current tax liability	971	3,432
Prior year unpaid tax	0	0
Tax due on profit on ordinary activities	971	3,432

### 5. TANGIBLE FIXED ASSETS

	Motor Vehicles £	Office Equipment £	Total £
<b>Cost</b>			
At 1 January 2013	25,547	2,309	27,856
Additions	8,312	0	8,312
Disposals	-5,357	0	-5,357
At 31 December 2013	28,502	2,309	30,811
<b>Depreciation</b>			
At 1 January 2013	20,213	2,194	22,407
Charge for the Year	3,311	115	3,426
Disposals	-4,955	0	-4,955
At 31 December 2013	18,569	2,309	20,878
<b>Net Book Value</b>			
At 31 December 2013	9,933	0	9,933
At 31 December 2012	5,334	115	5,449

**GENERAL DOMESTIC SERVICES LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**5. TANGIBLE FIXED ASSETS ( continued )**

The net book value of assets held under finance leases or hire purchase contracts included above are as follows :-

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Motor vehicles	<b>9,318</b>	<b>4,111</b>

<b>6. DEBTORS</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Trade debtors	15,391	24,585
Other debtors	83	83
Total debtors	<b>15,474</b>	<b>24,668</b>

<b>7. CREDITORS :</b>		
Amounts falling due within one year		
	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Net obligations under finance leases/hire purchase	2,475	2,200
Corporation tax	971	3,432
Social security and other taxes	11,412	11,640
Other creditors	4,288	3,257
Total current creditors	<b>19,146</b>	<b>20,529</b>

<b>8. CREDITORS :</b>		
Amounts falling due after more than one year		
	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Net obligations under finance leases/hire purchase	<b>4,813</b>	<b>550</b>

# GENERAL DOMESTIC SERVICES LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### 9. SHARE CAPITAL

	2013 £	2012 £
<b>Authorised</b>		
3,000 Ordinary shares of £1 each	3,000	3,000
100 'AG' Shares of £1 each	100	100
100 'AE' Shares of £1 each	100	100
100 'AD' Shares of £1 each	100	100
100 'AB' Shares of £1 each	100	100
100 'AA' Shares of £1 each	100	100
1,500 Other shares of £1 each	1,500	1,500
<b>Total authorised</b>	<b>5,000</b>	<b>5,000</b>
<b>Allotted, called up and fully paid</b>		
100 'AA' Shares of £1 each	100	100
100 'AB' Shares of £1 each	100	100
100 'AD' Shares of £1 each	100	100
100 'AE' Shares of £1 each	100	100
100 'AG' Shares of £1 each	100	100
102 Other Shares of £1 each	102	102
<b>Total Allotted, called up and fully paid</b>	<b>602</b>	<b>602</b>

### 10. RESERVES

	Profit and Loss A/C £
<b>At 1 January 2013</b>	13,100
Profit retained for the year	9,644
Dividends Paid to Equity Shareholders	13,666
<b>At 31 December 2013</b>	<b>9,078</b>

### 11. DIVIDENDS

	2013 £	2012 £
Dividends paid on equity capital	13,666	7,474

### 12. TRANSACTIONS WITH DIRECTORS

Included in other creditors is an amount due to D A Cotterill of £719 which is payable to him on demand. ( 2012 - This figure was £232 )

### 13. CONTROLLING PARTY

The company is under the control of D A Cotterill and J P Rimmer two of the directors, who are in control of 100% of the Ordinary share capital.

# GENERAL DOMESTIC SERVICES LIMITED

## DETAILED TRADING & PROFIT & LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2013

		2013	2012
	Page	£	£
<b>TURNOVER</b>	<b>10</b>	<b>109,892</b>	<b>105,389</b>
<b>Cost of sales</b>	<b>10</b>	<b>1,426</b>	<b>1,370</b>
<b>GROSS PROFIT</b>		<b>108,466</b>	<b>104,019</b>
<b>Gross Profit %</b>		<b>98.70%</b>	<b>98.70%</b>
<b>Other operating income</b>	<b>10</b>	<b>0</b>	<b>0</b>
		<b>108,466</b>	<b>104,019</b>
<b>LESS : OVERHEADS</b>			
<b>Administration expenses</b>	<b>10</b>	<b>97,241</b>	<b>86,570</b>
<b>OPERATING PROFIT</b>		<b>11,225</b>	<b>17,449</b>
<b>Interest receivable</b>	<b>10</b>	<b>13</b>	<b>8</b>
<b>Interest payable</b>	<b>10</b>	<b>623</b>	<b>439</b>
<b>PROFIT FOR THE YEAR</b>		<b>10,615</b>	<b>17,018</b>