



*Companies House*  
— for the record —

**363a**<sup>(ef)</sup>

**Annual Return**



**X3Z6D2YI**

*Received for filing in Electronic Format on the:* **08/09/2008**

*Company Name:* **MITIE COMPANY SECRETARIAL SERVICES LIMITED**

*Company Number:* **05228356**

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### *Company Details*

*Period Ending:* **01/09/2008**

*Company Type:* **PRIVATE COMPANY LIMITED BY SHARES**

*Principal Business Activities:*

*SIC codes:*

**7499**

*Registered Office  
Address:*

*Register of  
Members Address:*

*Register of Debenture  
Holders Address:*

**8 MONARCH COURT  
THE BROOMS  
EMERSONS GREEN  
BRISTOL  
BS16 7FH**

## *Details of Officers of the Company*

### *Company Secretary 1:*

*Name:* **RICHARD FRIEND ALLAN**

*Address:* **WHADDON GROVE FARM  
WHADDON  
WILTSHIRE  
BA14 6NR**

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### *Company Secretary 2:*

*Name:* **ADELE LOUISE CROWLEY**

*Address:* **9 FERN CLOSE  
BRENTY  
BRISTOL  
BS10 6RP**

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### *Company Secretary 3:*

*Name:* **MARIE-CLAIRE KATERINA  
HAINES**

*Address:* **76 RAYMEND ROAD  
VICTORIA PARK  
BEDMINSTER  
BRISTOL  
BS3 4QW**

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### *Director 1 :*

*Name:* **RUBY MCGREGOR-SMITH**

*Address:* **8 MONARCH COURT  
THE BROOMS EMERSONS GREEN  
BRISTOL  
BS16 7FH**

*Date of Birth:*

**22/02/1963**

*Nationality:*

**BRITISH**

*Occupation:*

**DIRECTOR**

Director 2 :

Name: SUZANNE CLAIRE BAXTER Address: WETHERDENE 12 RICHMOND ROAD  
BATH  
SOMERSET  
BA1 5TU

Date of Birth: 16/04/1968 Nationality: BRITISH Occupation: DIRECTOR

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### *Share Capital*

#### *Issued Share Capital Details:*

| <i>Class of Share</i> | <i>Number of<br/>Shares issued</i> | <i>Aggregate Nominal value<br/>of issued Shares</i> |
|-----------------------|------------------------------------|---|
| ORDINARY              | 1                                  | GBP1.00   |
| <i>TOTALS</i>         |                                    |   |
|                       | 1                                  | GBP1.00   |

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### *Full Details of Shareholders*

The details below relate to individuals / corporate bodies that were shareholders as at 01/09/2008 or that had ceased to be shareholders since the made up date of the previous Annual Return

#### *Shareholding 1:*

**1 ORDINARY Shares held as at 01/09/2008**

Name: MITIE GROUP PLC  
35 DUCHESS ROAD  
Address: RUTHERGLEN  
GLASGOW  
SCOTLAND  
G73 1AU

## *Authorisation*

*Authoriser Designation:* **secretary**

*Date Authorised:* **08/09/2008**

*Authenticated:* **Yes (E/W)**