REPORT AND FINANCIAL STATEMENTS

For the year ended  $28\ \text{February}\ 2011$ 

FRIDAY

SCT 18/11/2011
COMPANIES HOUSE

153

DIRECTORS:

Norman J K Ritchie

Derena Ritchie

REGISTERED OFFICE:

Unit 3

Nasmyth Square

Houston Industrial Estate

LIVINGSTON EH54 5EG

REGISTERED NUMBER:

SC 203962

ANNUAL REPORT AND UNAUDITED ACCOUNTS 28 FEBRUARY 2011

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- 1. Report of the Directors
- 2. Accountant's Report

### ACCOUNTS COMPRISING

- 3. Profit & Loss Account
- 4. Balance Sheet
- 5-6 Notes to the Accounts

THE FOLLOIWING PAGE DOES NOT FORM PART OF THE STATUTORY ACCOUNTS

7. Trading Account

#### REPORT OF THE DIRECTORS

The directors present their report and the unaudited accounts for the year to 28 February 2011.

### PRINCIPAL ACTIVITY

The company's principal activity is that of providing digital printing services.

### DIRECTORS

The directors in office in the year and their interests in the share capital of the company were as follows:

	At 28 February 2011 Ordinary Shares	At 28 February 2010 Ordinary Shares
Norman J K Ritchie	51	51
Derena Ritchie	49	49

### AUDITORS/REPORTING ACCOUNTANTS

The directors resolved to claim exemption from audit requirements under Section 477 of the Companies Act 2006. L E Crawley was appointed as reporting accountant.

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

NORMAN J K RITCHIE DIRECTOR

28 October 2011

### CHARTERED ACCOUNTANT'S REPORT

# TO THE DIRECTORS ON THE UNAUDITED ACCOUNTS OF CALA GRAPHICS LIMITED

In order to assist you to fulfil your duties under the Companies Act 2006, I have compiled the financial statements of the company on pages 3 to 6 from the accounting records and information and explanations supplied to me which comprise the Profit and Loss Account, the balance Sheet and the related notes.

This report is made to the Company's Board of Directors as a body. My work has been undertaken to enable me to prepare the accounts on behalf of the Company's Board of Directors and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the Company's Board of Directors as a body for my work or for this report.

I have carried out this engagement in accordance with best practice guidance issued by the Institute of Chartered Accountants of Scotland and have complied with the ethical guidance laid down by the Institute relating to members undertaking the preparation of accounts.

You have acknowledged on the balance sheet for the year ended 28 February 2011 your duty to ensure that the company has kept proper accounting records and to prepare accounts that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

I have not been instructed to carry out an audit of the accounts. For this reason, I have not verified the accuracy of completeness of the accounting records or information and explanations you have given to me and I do not therefore express any opinion on the accounts.

L. E. Crawn

CHARTERED ACCOUNTANT

21 Deanburn Road LINLITHGOW West Lothian EH49 6EY

28 October 2011

# 

Notes	2011 £	<u>2010</u>
1	145.149 69.488	131.615 51.175
	75.661	80.440
	63.043	57.567
2	12.618	22.873
	75	140
4	12.693 2.554	23.013
	10.139	23.001
0	10.351	(12.650)
	10.139	23.001
2011	20.490	10.351
	2	1 145.149 69.488 75.661 63.043 2 12.618 75 12.693 4 2.554 10.139

The notes on pages 5 to 6 form part of these financial statements

BALANCE SHEET as at 28 February 2011

	Notes		11.	<u>2010</u>
FIXED ASSETS		£	£	£
Tangible Assets	5		8.315	9.587
CURRENT ASSETS				
Trade Debtors Cash in Bank		32.103 36.472		42.590 20.154
		68.575		62.744
CREDITORS: Amounts fa	alling 6	56.300		61.880
Net Current Assets (L:	iabilities)		12.275	864
NET ASSETS			20.590	10.451
				***************************************
CAPITAL AND RESERVES				
Called Up Share Capit. Profit and Loss Accou			100 20.490	100 10.351
			20.590	10.451
				<del></del>

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for smaller entities (effective 2008).

For the financial year ended 28 February 2011 the company was entitled to exemption from audit under Section 477 Companies Act 2006; and no notice has been deposited under Section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 and for preparing accounts 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 for the financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Signed on behalf of the Board of Directors

NORMAN J K RITCHIE

DIRECTOR

Approved by the Board

28 October 2011

The notes on pages 5 to 6 form part of these financial statements

# NOTES TO THE UNAUDITED ACCOUNTS For the year ended 28 February 2011

### 1 ACCOUNTING POLICIES

### Basis of Accounting

The accounts have been prepared under the Historical Cost Convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

#### Turnover

Turnover represents net invoiced sales of goods excluding VAT.

### Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Plant & Machinery - 25% on reducing balance

### Leased Assets

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the lease term.

### 2 OPERATING PROFIT

Leasing of Equipment	12.840	12.305
Directors' Salary & NIC	16.865	16.869
Amounts written off Tangible Assets	2.772	3.196
Finance Charges	185	542
The operating profit is stated after charging:	<u>2011</u>	£

### 3 DIRECTORS' REMUNERATION

There are no retirement benefits accruing to any directors.

### 4 TAXATION

Corporation Tax is provided at 21 % of taxable profit.

# NOTES TO THE UNAUDITED ACCOUNTS (CONT'D) For the year ended 28 February 2011

COST   E   E	5	FIXED ASSETS - Tangible Assets	Plant & Equipment	Total
Additions Disposals As at 28 February 2011 As at 28 February 2011  DEPRECIATION As at 1 March 2010 Charge for Year As at 28 February 2011 At 28 February 2011 At 28 February 2010 At 28 February 2011 At 28 February 2010 At 28 February 2011 At 28 February 2011 At 28 February 2011 At 28 February 2010 At 28 February 2011 At 28 February 2010		COST	£	
As at 28 February 2011 73.714 73.714  DEPRECIATION  As at 1 March 2010 62.627 62.627 Charge for Year 2.772 2.772  As at 28 February 2011 65.399 65.399  NET BOOK VALUE  At 28 February 2011 8.315 8.315  At 28 February 2010 9.587 9.587  CREDITORS  Amounts falling due within one year  Amounts falling due within one year  2011 2010 €  Corporation Tax 2.554 12 PAYE & VAT 3.689 1.267 Trade Creditors & Accruals 11.397 21.941 Directors' Loan Account 38.660 38.660  7 CALLED UP SHARE CAPITAL  £ £  Allotted, Called Up Fully Paid		Additions	1.500	1.500
As at 1 March 2010		•	73.714	73.714
Charge for Year   2.772   2.772     As at 28 February 2011   65.399   65.399     NET BOOK VALUE     8.315   8.315     At 28 February 2010   9.587   9.587     6 CREDITORS   Amounts falling due within one year   2011   £     Corporation Tax   2.554   12     PAYE & VAT   3.689   1.267     Trade Creditors & Accruals   11.397   21.941     Directors' Loan Account   38.660   38.660     7 CALLED UP SHARE CAPITAL   £   £     Allotted, Called Up Fully Paid		DEPRECIATION		
NET BOOK VALUE				
At 28 February 2010  At 28 February 2010  9.587  9.587  6 CREDITORS  Amounts falling due within one year  Corporation Tax PAYE & VAT Trade Creditors & Accruals Directors' Loan Account  7 CALLED UP SHARE CAPITAL  Allotted, Called Up Fully Paid		As at 28 February 2011	65.399	65.399
At 28 February 2010  9.587  9.587  9.587  6 CREDITORS  Amounts falling due within one year  Corporation Tax PAYE & VAT Trade Creditors & Accruals Directors' Loan Account  7 CALLED UP SHARE CAPITAL Allotted, Called Up Fully Paid		NET BOOK VALUE		
6 CREDITORS  Amounts falling due within one year  Corporation Tax PAYE & VAT Trade Creditors & Accruals Directors' Loan Account  7 CALLED UP SHARE CAPITAL Allotted, Called Up Fully Paid		At 28 February 2011	8.315	8.315
Amounts falling due within one year    2011   2010		At 28 February 2010	9.587	9.587
Corporation Tax   2.554   12	6	CREDITORS		
PAYE & VAT Trade Creditors & Accruals Directors' Loan Account  7 CALLED UP SHARE CAPITAL  Allotted, Called Up Fully Paid		Amounts falling due within one year	2011 £	2010 £
£ £ Allotted, Called Up Fully Paid		PAYE & VAT Trade Creditors & Accruals	3.689 11.397 38.660	1.267 21.941 38.660
£ £ Allotted, Called Up Fully Paid	7	CALLED UP SHARE CAPITAL	**************************************	
	•		£	£
			100	100