

TOTAL OFFICE PRODUCTS AND SERVICES LTD
Unaudited Financial Statements
for the Year Ended 30 April 2017

Cobley Desborough
Chartered Certified Accountants
Chartered Tax Advisers
Artisans' House
7 Queensbridge
Northampton
Northamptonshire
NN4 7BF

TOTAL OFFICE PRODUCTS AND SERVICES LTD (REGISTERED NUMBER: 04207799)

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for the Year Ended 30 April 2017**

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TOTAL OFFICE PRODUCTS AND SERVICES LTD

Company Information
for the Year Ended 30 April 2017

Director: Mr R S Bradbury

Registered office: 13 Low Farm Place, Moulton Park
Northampton
Northamptonshire
NN3 6HY

Registered number: 04207799 (England and Wales)

Accountants: Cobley Desborough
Chartered Certified Accountants
Chartered Tax Advisers
Artisans' House
7 Queensbridge
Northampton
Northamptonshire
NN4 7BF

TOTAL OFFICE PRODUCTS AND SERVICES LTD (REGISTERED NUMBER: 04207799)

Balance Sheet

30 April 2017

	Notes	2017 £	£	2016 £	£
FIXED ASSETS					
Tangible assets	4		75,802		75,837
CURRENT ASSETS					
Stocks		1,050		2,950	
Debtors	5	27,654		41,859	
Cash at bank		<u>3,134</u>		<u>22,497</u>	
		31,838		67,306	
CREDITORS					
Amounts falling due within one year	6	<u>60,074</u>		<u>77,930</u>	
NET CURRENT LIABILITIES			<u>(28,236)</u>		<u>(10,624)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			47,566		65,213
CREDITORS					
Amounts falling due after more than one year	7		<u>47,402</u>		<u>50,105</u>
NET ASSETS			<u>164</u>		<u>15,108</u>
CAPITAL AND RESERVES					
Called up share capital			2		2
Retained earnings			<u>162</u>		<u>15,106</u>
SHAREHOLDERS' FUNDS			<u>164</u>		<u>15,108</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 April 2017.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 April 2017 in accordance with Section 476 of the Companies Act 2006.

The director acknowledges his responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and 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 Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.
- (b)

TOTAL OFFICE PRODUCTS AND SERVICES LTD (REGISTERED NUMBER: 04207799)

Balance Sheet - continued
30 April 2017

The financial statements have been prepared and delivered in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

In accordance with Section 444 of the Companies Act 2006, the Income Statement has not been delivered.

The financial statements were approved by the director on 18 January 2018 and were signed by:

Mr R S Bradbury - Director

1. STATUTORY INFORMATION

Total Office Products And Services Ltd is a private company, limited by shares , registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.
Plant and machinery etc - 33% on cost and 15% on reducing balance

Stocks

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

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

**Notes to the Financial Statements - continued
for the Year Ended 30 April 2017**

2. ACCOUNTING POLICIES - continued

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the profit and loss account.

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 1 .

4. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
Cost			
At 1 May 2016 and 30 April 2017	<u>75,601</u>	<u>6,977</u>	<u>82,578</u>
Depreciation			
At 1 May 2016	-	6,741	6,741
Charge for year	-	35	35
At 30 April 2017	<u>-</u>	<u>6,776</u>	<u>6,776</u>
Net book value			
At 30 April 2017	<u>75,601</u>	<u>201</u>	<u>75,802</u>
At 30 April 2016	<u>75,601</u>	<u>236</u>	<u>75,837</u>

TOTAL OFFICE PRODUCTS AND SERVICES LTD (REGISTERED NUMBER: 04207799)**Notes to the Financial Statements - continued
for the Year Ended 30 April 2017****5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017	2016
	£	£
Trade debtors	22,913	41,834
Other debtors	4,741	25
	<u>27,654</u>	<u>41,859</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Bank loans and overdrafts	4,592	4,592
Trade creditors	(746)	3,103
Taxation and social security	1,850	15,458
Other creditors	54,378	54,777
	<u>60,074</u>	<u>77,930</u>

7. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2017	2016
	£	£
Bank loans	<u>47,402</u>	<u>50,105</u>
Amounts falling due in more than five years:		
Repayable by instalments		
Bank loans more 5 yr	<u>29,034</u>	<u>31,737</u>

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.