

REGISTERED NUMBER: 02855211 (England and Wales)

**UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2017
FOR
INDEX BUSINESS SUPPLIES LIMITED**

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FOR THE YEAR ENDED 31 OCTOBER 2017**

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INDEX BUSINESS SUPPLIES LIMITED
COMPANY INFORMATION
FOR THE YEAR ENDED 31 OCTOBER 2017

DIRECTORS:

Mr S Heed
Mr S E Cardy
Mr W Jiggins

SECRETARY:

Mr S Heed

REGISTERED OFFICE:

Unit 1
Dagenham Business Centre
123 Rainham Road North
Dagenham
Essex
RM10 7FD

REGISTERED NUMBER:

02855211 (England and Wales)

ACCOUNTANTS:

CKS Accountancy Limited
1349/1353 London Road
Leigh-on-Sea
Essex
SS9 2AB

STATEMENT OF FINANCIAL POSITION
31 OCTOBER 2017

	Notes	2017 £	£	2016 £	£
FIXED ASSETS					
Property, plant and equipment	4		35,277		41,553
CURRENT ASSETS					
Inventories		872		1,268	
Debtors	5	96,649		154,798	
Cash at bank		<u>101,424</u>		<u>122,060</u>	
		198,945		278,126	
CREDITORS					
Amounts falling due within one year	6	<u>155,591</u>		<u>230,788</u>	
NET CURRENT ASSETS			<u>43,354</u>		<u>47,338</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			78,631		88,891
CREDITORS					
Amounts falling due after more than one year	7		<u>3,640</u>		<u>7,861</u>
NET ASSETS			<u>74,991</u>		<u>81,030</u>
CAPITAL AND RESERVES					
Called up share capital	8		210		180
Retained earnings	9		<u>74,781</u>		<u>80,850</u>
SHAREHOLDERS' FUNDS			<u>74,991</u>		<u>81,030</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2017.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2017 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their 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
- (b) and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

STATEMENT OF FINANCIAL POSITION - continued
31 OCTOBER 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 Board of Directors on 14 June 2018 and were signed on its behalf by:

Mr S Heed - Director

Mr S E Cardy - Director

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2017

1. **STATUTORY INFORMATION**

Index Business Supplies Limited 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

Revenue 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 the cost less estimated residual value of each asset over its estimated useful life.

Leasehold Property	- 10% on cost
Fixtures and fittings	- 15% on reducing balance
Motor vehicles	- 25% on reducing balance

Stocks

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

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

Hire purchase agreements

Assets held under hire purchase agreements are capitalised and disclosed under tangible fixed assets at their fair value. The capital element of the future payments is treated as a liability and the interest is charged to the profit and loss account on a straight line basis.

3. **EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 10 (2016 - 10) .

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 OCTOBER 2017

4. **PROPERTY, PLANT AND EQUIPMENT**

	Leasehold Property £	Fixtures and fittings £	Motor vehicles £	Totals £
COST				
At 1 November 2016	8,340	48,896	18,295	75,531
Additions	-	7,996	-	7,996
Disposals	-	(9,106)	-	(9,106)
At 31 October 2017	<u>8,340</u>	<u>47,786</u>	<u>18,295</u>	<u>74,421</u>
DEPRECIATION				
At 1 November 2016	4,170	25,234	4,574	33,978
Charge for year	834	6,441	3,431	10,706
Eliminated on disposal	-	(5,540)	-	(5,540)
At 31 October 2017	<u>5,004</u>	<u>26,135</u>	<u>8,005</u>	<u>39,144</u>
NET BOOK VALUE				
At 31 October 2017	<u>3,336</u>	<u>21,651</u>	<u>10,290</u>	<u>35,277</u>
At 31 October 2016	<u>4,170</u>	<u>23,662</u>	<u>13,721</u>	<u>41,553</u>

Included within the net book value of £38,168 is £10,290 (2016-£13,721) relating to assets held under hire purchase agreements. The depreciation charged to the financial statements in the year in respect of such assets amounted to £3,431 (2016- £4,574).

5. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017 £	2016 £
Trade debtors	88,412	149,290
Other debtors - staff loan	4,308	1,398
Prepayments	<u>3,929</u>	<u>4,110</u>
	<u>96,649</u>	<u>154,798</u>

6. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017 £	2016 £
Hire purchase contracts	4,800	4,800
Trade creditors	114,608	178,083
Tax	19,123	22,725
Social security and other taxes	694	(645)
VAT	10,044	20,296
Directors' loan accounts	667	697
Accruals and deferred income	<u>5,655</u>	<u>4,832</u>
	<u>155,591</u>	<u>230,788</u>

INDEX BUSINESS SUPPLIES LIMITED (REGISTERED NUMBER: 02855211)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 OCTOBER 2017**

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

	2017	2016
	£	£
Hire purchase contracts	<u>3,640</u>	<u>7,861</u>

8. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:

Number:	Class:	Nominal Value:	2017	2016
			£	£
50	Ordinary 'A'	£1	50	50
100	Ordinary 'B'	£1	100	100
20	Ordinary 'C'	£1	30	30
20	Ordinary 'D'	£1	20	-
10	Ordinary 'E'	£1	10	-
			<u>210</u>	<u>180</u>

9. RESERVES

	Retained earnings £
At 1 November 2016	80,850
Profit for the year	66,998
Dividends	<u>(73,067)</u>
At 31 October 2017	<u>74,781</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.