

Registered Number 09149332

COMPLEAT SECRETARIAT SERVICES LIMITED

Abbreviated Accounts

31 July 2016

Abbreviated Balance Sheet as at 31 July 2016

	<i>Notes</i>	<i>2016</i>	<i>2015</i>
		£	£
Fixed assets			
Tangible assets	2	514	1,014
		<u>514</u>	<u>1,014</u>
Current assets			
Debtors		4,953	15,234
Cash at bank and in hand		9,733	10,029
		<u>14,686</u>	<u>25,263</u>
Creditors: amounts falling due within one year		(13,854)	(14,893)
Net current assets (liabilities)		<u>832</u>	<u>10,370</u>
Total assets less current liabilities		<u>1,346</u>	<u>11,384</u>
Total net assets (liabilities)		<u>1,346</u>	<u>11,384</u>
Capital and reserves			
Called up share capital	3	2	2
Profit and loss account		1,344	11,382
Shareholders' funds		<u>1,346</u>	<u>11,384</u>

- For the year ending 31 July 2016 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on 2 March 2017

And signed on their behalf by:

Mrs H Enticott, Director

Notes to the Abbreviated Accounts for the period ended 31 July 2016

1 Accounting Policies

Basis of measurement and preparation of accounts

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities effective January 2015.

Turnover policy

Turnover represents amounts receivable for goods and services net of VAT and trade discounts.

Tangible assets depreciation policy

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment- 33% straight line

2 Tangible fixed assets

	£
Cost	
At 1 August 2015	1,514
Additions	-
Disposals	-
Revaluations	-
Transfers	-
At 31 July 2016	<u>1,514</u>
Depreciation	
At 1 August 2015	500
Charge for the year	500
On disposals	-
At 31 July 2016	<u>1,000</u>
Net book values	
At 31 July 2016	<u>514</u>
At 31 July 2015	<u>1,014</u>

3 Called Up Share Capital

Allotted, called up and fully paid:

	2016	2015
	£	£
2 Ordinary shares of £1 each	2	2

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the Companies Act 2006.