In accordance with Section 854 of the Companies Act 2006.

# **AR01**

## **Annual Return**

(For returns made up to a date on or after 1 October 2011)



A fee is payable with this form Please see 'How to pay' on the last page.

You can use the WebFiling service to file this form online. Please go to www.companieshouse.gov.uk

What this form is for You may use this form to confirm that the company information is correct as at the date of this return. You must file an Annual Return at least once every year.

What this form is NOT for You cannot use this form to give notice of changes to the composition officers, registered office address company type or information relating to the company record



15/11/2014

#### COMPANIES HOUSE Company details The section must be completed by all companies. Filling in this form Please complete in typescript or in bold black capitals. All fields are mandatory unless specified or indicated by Company details **A1** O Company name change Company number If your company has recently Company name in full changed its name, please provide PROPERTIES (YORKIHIRE) the company name as at the date of this return. Return däte ODate of this return Please give the annual return made up date. The return date must not be a future Your company's return date date. The annual return must be delivered within 28 days of the date given below. is usually the anniversary of incorporation or the anniversary If you would like the company's made up date to be earlier than 1 October 2011, of the last annual return filed at please complete the AR01 appropriate for earlier made up dates. Companies House. You may choose an earlier return date but it must not Date of this return @ be a later date. Principal business activity Please show the trade classification code number(s) for the principal O Principal business activity. You must provide a trade activity or activities. classification code (SIC code 2007) Classification code 1 or a description of your company's main business in this section. Classification code 2 A full list of the trade classification codes are available on our website: Classification code 3 www.companieshouse.gov.uk Classification code 4 If you cannot determine a code, please give a brief description of your business activity below: Principal activity description

		ual I			o to a	date	e on o	or a	after 1 October 2011)						
A4	Con	npai	ny ty	/pe <sup>6</sup>	D						· · · · · · · · · · · · · · · · · · ·				
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A5_^	Reg	iste	red	offi	ce a	ddre	ess €	•							
Building name/number	6	, 9									Change of registered office This must agree with the address				
treet		ABERFORD ROAD							that is held on the Companies House						
		STANLEY									<ul> <li>record at the date of this return.</li> <li>If the registered office address has</li> </ul>				
Post town		ر ا A ل		•	2						changed, you should complete form				
County/Region		~ √€3			RICI	14.6	1,=		· .		AD01 and submit it together with this annual return.				
Postcode	w.		3	7		N		Γ							
A6 -		1 ,		náti				<u> </u>	location (SAIL) of the	<del></del>	1				
							olicak								
Building name/number		•			<del>, ; </del>						<b>⊕</b> SAIL address				
itreet			-								This must agree with the address that is held on the Companies House record at the date of this return.				
ost town											If the address has changed, you should complete form AD02 and submit it together with this annual				
County/Region											return.				
Postcode									·						
A7	Loca	atio	n of	con	npai	ny ro	ecor	ds	90						
		ress i Re Re Di Di Re Re Cc Ca Re int Re	n Sec ggiste ggiste recto recto ggiste coords ocumo pital egiste eport terest egiste	ction  r of r  r of r  r of c  rs' se  rs' in  r of s  s of r  cts re  ents r  to m  cts in i  nents	A6: nemblirectorvice demn ecret esolurivate deben deben deben embe embe embe entre e	ers. contilities. aries. tions to p ng to comp ture rs of ares. ing c	etc. urcha rede pany. holde outcc	ase mp ers. om	e of own shares.  The of own shares of own share of investigation by public company, and register of charges: England	ut of pany into	Decation of company records  If the company records are held at the registered office address, do not tick any of the boxes in this section.  Certain records must be kept by every company while other records are only kept by certain company types where appropriate.  If the records are not kept at the SAIL address, they must be available at the registered office.  If any of the company records have moved from the registered office to the address in Section A6 since the last annual return, you must complete form ADO3 and submit it together with this annual return.				
•							harge	25	and register of charges: Scotland	l.					

AR01
Annual Return
(For returns made up to a date on or **after 1 October 2011**)

Part 2	Officers of the company	
	This section should include details of the company at the date to which this annual return is made up.	Continuation pages Please use a continuation page if you need to enter more officer
	→ For a secretary who is an individual, go to Section B1.	details.
	→ For a corporate secretary, go to Section C1.	
	<ul> <li>→ For a director who is an individual, go to Section D1.</li> <li>→ For a corporate director, go to Section E1.</li> </ul>	
Secretary	· · · · · · · · · · · · · · · · · · ·	ĺ
B1 .	Secretary's details •	
·	Please use this section to list all the secretaries of the company.  For a corporate secretary, complete Section C1-C4.	• Secretary appointments You may not use this form to appoint a secretary. To do this,
litle*		please complete form AP03 and submit it together with this annual
Full forename(s)	·	return.
Surname		Corporate details Please use Section C1-C4 to enter
ormer name(s) 🛭		corporate secretary details.
		Secretary details All details must agree with those
		previously notified to Companies
		House. If you have made changes since the last annual return and have not notified us, please complete form CH03.
		● Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names
		unless previously used for business purposes.
B2	Secretary's service address <sup>©</sup>	
Building name/numbe	r	Service address  If you have previously notified
itreet		Companies House that the service
		address is at 'The Company's Registered Office', please state 'The
Post town		<ul> <li>Company's Registered Office' in the address.</li> </ul>
County/Region		This information will appear on the public record.
Postcode		public record.
Country		-

AR01
Annual Return
(For returns made up to a date on or after 1 October 2011)

# **Corporate secretary**

<b>C</b> 1	Corporate secretary's details •								
	Please use this section to list all the corporate secretaries of the company.	• Corporate secretary appointments You cannot use this form to appoint							
Corporate body/firm name		a corporate secretary. To do this, please complete form AP04 and submit it together with this annual return.							
Building name/number	·	Corporate secretary details							
Street		All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have							
Post town		not notified us, please complete form CH04.							
County/Region		This information will appear on the							
Postcode		public record.							
Country	·								
C2	Location of the registry of the corporate body or firm								
	Is the corporate secretary registered within the European Economic Area (EEA)?  → Yes Complete Section C3 only  → No Complete Section C4 only								
C3	EEA companies ®								
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.	<b>② EEA</b> A full list of countries of the EEA can be found in our guidance:							
Where the company/ firm is registered €		www.companieshouse.gov.uk  This is the register mentioned in Article 3 of the First Company Law							
Registration number	,	Directive (68/151/EEC).							
C4	Non-EEA companies								
. <del>-</del> .	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	• Non-EEA Where you have provided details of the register (including state) where the company or firm is registered.							
Legal form of the corporate body or firm		you must also provide its number in that register.							
Governing law									
If applicable, where the company/firm is registered •									
If applicable, the registration number									

Annual Return
(For returns made up to a date on or after 1 October 2011)

## Director

D1	Director's details <sup>0</sup>	
	Please use this section to list all the directors of the company.  For a corporate director, complete Section E1-E4.	Director appointments     You cannot use this form to     appoint a director. To do this, please
Title*	·	complete form APO1 and submit it together with this annual return.
Full forename(s)	TERENCE JOHN	Corporate details Please use Section E1-E4 to enter
Surname	14, LL	corporate director details.
Former name(s) •		Director details  All details must agree with those previously notified to Companies
Country/State of residence	ENGLAND	House. If you have made changes since the last annual return and have not notified us, please
Nationality	BRITISH	complete form CH01.
Date of birth	and by a sya	Please provide any previous names
Business occupation (if any)	SHEET METAL WORKER	which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.
D2 ~ .	Director's service address <sup>9</sup>	
Building name/number	.69	Service address  If you have previously notified
Street	ABERFOLD ROAD	Companies House that the service address is at 'The Company's
·	STANLEY	Registered Office', please state 'The Company's Registered Office' in the
Post town .	WAKEFIELD	address.
County/Region	WEST YORKSHIRE	This information will appear on the public record.
Postcode	W F 3 4 N H	_   ` '
Country	ENFLAND	

## Annual Return

(For returns made up to a date on or after 1 October 2011)

### Director

D1	Director's details •								
	Please use this section to list all the directors of the company.  For a corporate director, complete Section E1-E4.	O Director appointments  You cannot use this form to appoint a director. To do this, please							
Title*		complete form AP01 and submit it together with this annual return.							
Full forename(s)	DEORA	Corporate details							
Surname.	HILL	Please use Section E1-E4 to enter corporate director details.							
Former name(s) <b>②</b>		Director details All details must agree with those previously notified to Companies							
Country/State of residence	Please use this section to list all the directors of the company. For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company. For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company. For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company. For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company. For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company. For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director, complete Section E1-E4.  The section Bit all the directors of the company.  For a corporate director Bit all the directors of the company.  For a corporate director Bit all the directors of the company.  For a corporate director Bit all the directors of the corporate director Bit all the directors of the corporate director Bit all the direc	House. If you have made changes since the last annual return and have not notified us, please							
Nationality	·	complete form CH01.							
Date of birth	2 7 0 9 V 1 9 6 3	Please provide any previous names							
Business occupation (if any)	ADMINISTRATOR	which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.							
D2 ~ .	Director's service address •								
Building name/number	69	Service address If you have previously notified							
Street	ABERFORD ROAD	Companies House that the service address is at 'The Company's							
		Registered Office', please state 'The Company's Registered Office' in the							
Post town		address.							
County/Region		This information will appear on the public record.							
Postcode		, public record.							
Country	ENGLAND								

Annual Return
(For returns made up to a date on or after 1 October 2011)

# **Corporate director**

E1	Corporate director's details •	
	Please use this section to list all the corporate director's of the company.	Corporate director appointments You cannot use this form to appoint a corporate director. To do this,
Corporate body/firm name		please complete form AP02 and submit it together with this annual return.
Building name/number		Corporate director details All details must agree with those
Street		previously notified to Companies House. If you have made changes
,		since the last annual return and have not notified us, please complete
Post town	·	form CH02.
County/Region		This information will appear on the public record.
Postcode		
Country		
E2	Location of the registry of the corporate body or firm	
-	Is the corporate director registered within the European Economic Area (EEA)?  → Yes Complete Section E3 only  → No Complete Section E4 only	
E3	EEA companies ®	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.	● EEA  A full list of countries of the EEA can be found in our guidance:
Where the company/ firm is registered		www.companieshouse.gov.uk  This is the register mentioned in Article 3 of the First Company Law
Registration number		Directive (68/151/EEC).
	Non-EEA companies	
<b></b>	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	• Non-EEA  Where you have provided details of the register (including state) where the company or firm is registered,
Legal form of the corporate body		you must also provide its number in that register
or firm Governing law		
If applicable, where		
the company/firm is registered •		
If applicable, the registration number		

# **Annual Return**

(For returns made up to a date on or after 1 October 2011)

Part 3	Statement of capital   Does your company have share capital?  → Yes Complete the sections below and the following Part 4.  → No Go to Part 5 (Signature).  On This should reflect the company's capital status at the made up date of this annual return.								
F1	Share capital ir	pound sterling (	£)						
Please complete the ta If all your issued capita			d in pound sterling. and then go to Section F4.						
Class of shares (E.g. Ordinary/Preference etc	.)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of share	es 🕄	Aggregate nominal value @			
OPD.NAG	Lγ	Li	NIL	001		£ 100			
						£			
	•					£			
						£			
	,		Totals	100		£ 100			
F2	Share capital ir	other currencies		<del></del>					
Please complete the ta Please complete a sep			in other currencies.			. ,			
Currency	,								
Class of shares (E.g. Ordinary/Preference etc	.)	Amount paid up on each share	Amount (if any) unpaid on each share ②	Number of share	es <b>0</b>	Aggregate nominal value			
			Totals						
Currency									
Class of shares (E.g. Ordinary/Preference etc	.)	Amount paid up on each share	Amount (if any) unpaid on each share	Number of share	es <b>9</b>	Aggregate nominal value 🤇			
	-,		Totals		· · · · · · · · · · · · · · · · · · ·				
F3	Totals	•				L			
	Please give the total		d total aggregate nominal v	value of		ggregate nominal value st total aggregate values in			
Total number of shares					different	t currencies separately. For e: £100 + €100 + \$10 etc.			
Total aggregate nominal value 9					·				
<ul> <li>Including both the noming share premium.</li> <li>Total number of issued s</li> </ul>		Number of shares issue nominal value of each	share. Plea	tinuation Page se use a Statem e if necessary.		tal continuation			

Annual Return (For returns made up to a date on or after 1 October 2011)

F4	Statement of capital (Voting rights)											
	Please giv of share sl	Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in <b>Sections F1</b> and <b>F2</b> .										
Class of share		ORDINARY										
Voting rights		7										
	ALL	SH	ARES	HAVE	EQUAL.	VOTING	RIGHTS					
	12	ALL	CIRC	HSTANC	,= (							
•												
					•							
Class of share					### <del>*</del>		•					
		-										
Voting rights				;	•							
		***			·							
-		. *				•						
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	,		•									
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Class of share												
Voting rights												
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				•	÷							
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Class of share		<del></del>			· · · · · · · · · · · · · · · · · · ·							
Voting rights		<del></del>		<u> </u>			· · · · · · · · · · · · · · · · · · ·					
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		v										
	1											

### AR01 **Annual Return** (For returns made up to a date on or after 1 October 2011) **Shareholders** Part 4 Does your company have share capital? → Yes go to Section G1 'Companies with share capital'. → No Go to Part 5 (Signature). G1 Companies with share capital Were any of the company's shares admitted to trading on a market at any Question 1 A market is one established under time during this return period? Please tick the appropriate box below: the rules of a UK recognised investment exchange or any other No go to Section G2 'Past and present shareholders'. ◩ regulated markets in or outside of Yes go to Question 2... the UK, or any other market outside of the UK. The current UK recognized Please only refer to Question 2 below if you have answered 'Yes' to Question 2 investment exchanges and regulated Question 1. If you answered 'No', please go to Section G2 'Past and present markets can be found at: shareholders'. www.fsa.gov.uk/register/exchanges.do **O**DTR5 refers to the Vote Holder and Did the company, throughout the return period, have any shares admitted to **Issuer Notification Rules contained** trading on a relevant market and was it, throughout the return period, an issuer in Chapter 5 of the Disclosure and to which DTR5 applies? Please tick the appropriate box below: • Transparency Rules source book issued by the Financial Services Authority. Notification is required go to Section G4 'Shareholders who hold at least 5% of any class when the percentage acquisition of of shares of the company as at the made up date of the return'. a shareholder in the company has Yes go to Part 5 'Signature' reached a certain threshold (starting at 3%). List of past and present shareholders 9 The company is required to provide a full list of past and present shareholders This section only applies to if one was not included with either of the last two returns. Please tick the companies answering 'No' in Section G1. appropriate box below: There were no shareholder changes in this period. Go to Part 5 (Signature). A full list of shareholders is enclosed. A list of shareholder changes is enclosed. How is the list of shareholders enclosed. Please tick the appropriate box below: The list of shareholders is enclosed on paper. Go to Section G3. 'List of past and present shareholders' The list of shareholders is enclosed in another format. Go to Part 5 (Signature).

### **Annual Return**

(For returns made up to a date on or after 1 October 2011)

## G3

# List of past and present shareholders o

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year.

You must provide a 'full list' of all company shareholders on:

- The company's first annual return following incorporation;
- Every third annual return after a full list has been provided.

Please list the company shareholders in alphabetical order.

Joint shareholders should be listed consecutively.

#### **Further shareholders**

Please use a 'List of past and present shareholders' continuation page if necessary.

This section only applies to companies answering 'No' to Question 1 in Section G1.

	1	•				
				Shares or stock currently held	Shares or stock transferre	d (if appropriate)
Shareholder's N (Address not			Class of share	Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
		· · · · · · · · · · · · · · · · · · ·		·		1 1
SARAH	Louise	BROWN	ORDINARY	25		
						/ /
ANDREW	JAHEL	1716	ORD, NARY	25		
DEGRA	14.64	•	ORDINARY	25		' '
		<del>-</del>				1 1
TERENCE	- John	HILL	ORDINARY	2-5		
			,			1 1
						1 1
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* Long.						1 1
		-				1 1
		,				1 1
					T	

### Annual Return

(For returns made up to a date on or after 1 October 2011)

#### **G4**

## Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return

This section should show only the shareholders that hold at least 5% of any class of share(s) of the company at the date of this return.

It should only be completed by companies that have answered 'Yes' to Question 1 in Section G1, and 'No' to Question 2 in Section G1.

If there were no shareholders holding at least 5% of any class of share(s) at the date of this return, this section may be left blank.

→ Go to Part 5 (Signature)

This section only applies to companies answering 'No' to Question 2 in Section G1.

Please list the company shareholders in alphabetical order.

Joint shareholders should be listed consecutively.

### Further shareholders

Please use a 'Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return' continuation page if necessary.

Shares or stock currently held Shareholder's name Shareholder's address Class of share Number of shares or amount of stock

Annual Return (For returns made up to a date on or after 1 October 2011)

Part 5	Signature	
•	This must be completed by all companies.	• Societas Europaea If the form is being filed on behalf
	I am signing this form on behalf of the company.	of a Societas Europaea (SE) please delete 'director' and insert details
Signature	Signature X	of which organ of the SE the person signing has membership.  Person authorised Under either section 270 or 274 of the Companies Act 2006.
	This form may be signed by: Director •, Secretary, Person authorised •, Charity commission receiver and manager, CIC manager, Judicial factor.	and Companies Act 2000.

#### **Annual Return**

(For returns made up to a date on or after 1 October 2011)

# Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name		
<u></u>	MR C SUTTON	
Company name	SUTTON + Co	
Address	•	
	THE INSTITUTE	
	QUARRY HILL	
	OUCTON	
Post town	LEEDS	
County/Region	WEST YORKSHIRE	
Postcode	L S 2 6 8 S	×
Country	ENGLAN D	
DX		
Telephone	0113 2825564	•

# Checklist

We may return forms completed incorrectly or with information missing.

# Please make sure you have remembered the following:

- ☐ That if the made up date of the return is any earlier than 1 October 2011, you must complete the appropriate form AR01.
- ☐ The company name and number match the information held on the public Register.
- ☐ You have completed your principal business activity.
- You have not used this form to make changes to the registered office address.
- You have not used this form to make changes to secretary and director details.
- You have fully completed the Statement of capital (if applicable).
- You have signed the form.
- You have enclosed the correct fee.

## Important information

Please note that all information on this form will appear on the public record.

# E How to pay

A fee of £40 is payable to Companies House in respect of an Annual Return

Make cheques or postal orders payable to 'Companies House.'

## Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:

For companies registered in England and Wales: The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ. DX 33050 Cardiff.

For companies registered in Scotland:

The Registrar of Companies, Companies House, Fourth floor, Edinburgh Quay 2, 139 Fountainbridge, Edinburgh, Scotland, EH3 9FF. DX ED235 Edinburgh 1 or LP - 4 Edinburgh 2 (Legal Post).

For companies registered in Northern Ireland:

The Registrar of Companies, Companies House, Second Floor, The Linenhall, 32-38 Linenhall Street, Belfast, Northern Ireland, BT2 8BG. DX 481 N.R. Belfast 1.

# *i* Further information

For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk