

**Duplex Scanning Services Limited**  
**Annual Report and Unaudited Financial Statements**  
**Year Ended 31 December 2016**

**Registration number: 08325095**

# Duplex Scanning Services Limited

## Contents

Company Information	<u>1</u>
Balance Sheet	<u>2 to 3</u>
Notes to the Financial Statements	<u>4 to 7</u>
Accountants' Report	<u>8</u>

# Duplex Scanning Services Limited

## Company Information

**Director** Mrs M Evans

**Registered office** 14 Pennsylvania Close  
Exeter  
Devon  
EX4 6DJ

**Accountants** Francis Clark LLP  
Vantage Point  
Woodwater Park  
Pynes Hill  
Exeter  
EX2 5FD

# Duplex Scanning Services Limited

## Balance Sheet

31 December 2016

	Note	2016 £	2015 £
<b>Fixed assets</b>			
Tangible assets	<u>4</u>	-	686
<b>Current assets</b>			
Debtors	<u>5</u>	9,672	16,946
Cash at bank and in hand		<u>27,797</u>	<u>17,330</u>
		37,469	34,276
<b>Creditors:</b> Amounts falling due within one year	<u>6</u>	<u>(12,710)</u>	<u>(11,880)</u>
<b>Net current assets</b>		<u>24,759</u>	<u>22,396</u>
<b>Net assets</b>		<u>24,759</u>	<u>23,082</u>
<b>Capital and reserves</b>			
Called up share capital		1	1
Profit and loss account		<u>24,758</u>	<u>23,081</u>
Total equity		<u>24,759</u>	<u>23,082</u>

The notes on pages 4 to 7 form an integral part of these financial statements.  
Page 2

# Duplex Scanning Services Limited

## Balance Sheet

31 December 2016

For the financial year ending 31 December 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Director's responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The director acknowledges her responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been delivered in accordance with the provisions applicable to companies subject to the small companies regime and the option not to file the Profit and Loss Account has been taken.

These financial statements have been prepared and delivered in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised by the director on 29 September 2017

.....

Mrs M Evans

Director

Company Registration Number: 08325095

The notes on pages 4 to 7 form an integral part of these financial statements.

Page 3

# Duplex Scanning Services Limited

## Notes to the Financial Statements

Year Ended 31 December 2016

### 1 General information

The company is a private company limited by share capital incorporated in England and Wales.

The address of its registered office is:

14 Pennsylvania Close

Exeter

Devon

EX4 6DJ

### 2 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of compliance

These financial statements have been prepared in accordance with Financial Reporting Standard 102 - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' including Section 1A and the Companies Act 2006.

#### Basis of preparation

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

#### Change in basis of accounting

The company's financial statements have been prepared in accordance with FRS102 - the Financial Reporting Standard applicable in the UK and Republic of Ireland. The company has transferred from previously extant UK GAAP to FRS102 as at 1 January 2014. There is no material impact on the reported financial position and financial performance.

#### Tangible assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Office equipment	33% straight line

#### Financial instruments

# Duplex Scanning Services Limited

## Notes to the Financial Statements

### Year Ended 31 December 2016

#### **Classification**

The company holds the following financial instruments:

- Short term trade and other debtors and creditors; and
- Cash and bank balances.

All financial instruments are classified as basic.

#### **Recognition and measurement**

The company has chosen to apply the recognition and measurement principles in FRS102.

Financial instruments are recognised when the company becomes party to the contractual provisions of the instrument and derecognised when in the case of assets, the contractual rights to cash flows from the assets expire or substantially all the risks and rewards of ownership are transferred to another party, or in the case of liabilities, when the company's obligations are discharged, expire or are cancelled.

Basic financial assets comprise short term trade and other debtors and cash and bank balances. Basic financial liabilities comprise short term trade and other creditors.

Such instruments are initially measured at transaction price, including transactions costs, and are subsequently carried at the undiscounted amount of the cash or other consideration expected to be paid or received, after taking account of impairment adjustments.

### **3 Staff numbers**

The average number of persons employed by the company (including the director) during the year, was 1 (2015 - 1).

# Duplex Scanning Services Limited

## Notes to the Financial Statements

Year Ended 31 December 2016

### 4 Tangible assets

	<b>Furniture, fittings and equipment £</b>	<b>Total £</b>
<b>Cost or valuation</b>		
At 1 January 2016	2,059	2,059
At 31 December 2016	2,059	2,059
<b>Depreciation</b>		
At 1 January 2016	1,373	1,373
Charge for the year	686	686
At 31 December 2016	2,059	2,059
<b>Carrying amount</b>		
At 31 December 2016	-	-
At 31 December 2015	686	686

### 5 Debtors

	<b>2016 £</b>	<b>2015 £</b>
Trade debtors	4,677	7,467
Other debtors	4,995	9,479
	9,672	16,946

### 6 Creditors

	<b>2016 £</b>	<b>2015 £</b>
<b>Due within one year</b>		
Trade creditors	200	-
Accrued expenses	2,410	2,080
Corporation tax	10,100	9,800
	12,710	11,880



# Duplex Scanning Services Limited

## Notes to the Financial Statements

Year Ended 31 December 2016

### 7 Related party transactions

#### *Advances to directors*

	At 1 January 2016 £	Advances to director £	Repayments by director £	At 31 December 2016 £
<b>2016</b>				
<b>Mrs M Evans</b>				
Advance to director	9,205	9,300	(13,510)	4,995

	At 1 January 2015 £	Advances to director £	Repayments by director £	At 31 December 2015 £
<b>2015</b>				
<b>Mrs M Evans</b>				
Advance to director	1,137	14,468	(6,400)	9,205

# Chartered Accountants' Report to the Director on the Preparation of the Unaudited Statutory Accounts of Duplex Scanning Services Limited

## Year Ended 31 December 2016

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Duplex Scanning Services Limited for the year ended 31 December 2016 as set out on pages 2 to 7 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>.

This report is made solely to the Board of Directors of Duplex Scanning Services Limited, as a body, in accordance with the terms of our engagement letter dated 21 October 2015. Our work has been undertaken solely to prepare for your approval the accounts of Duplex Scanning Services Limited and state those matters that we have agreed to state to the Board of Directors of Duplex Scanning Services Limited, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Duplex Scanning Services Limited and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Duplex Scanning Services Limited has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Duplex Scanning Services Limited. You consider that Duplex Scanning Services Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Duplex Scanning Services Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

.....  
Francis Clark LLP  
Vantage Point  
Woodwater Park  
Pynes Hill  
Exeter  
EX2 5FD

29 September 2017

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.