

REGISTERED NUMBER: 1696997 (England and Wales)

**UNAUDITED ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2004
FOR
STEPHEN JAMES MANAGEMENT SERVICES LTD**



STEPHEN JAMES MANAGEMENT SERVICES LTD

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FOR THE YEAR ENDED 30 JUNE 2004**

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STEPHEN JAMES MANAGEMENT SERVICES LTD

**COMPANY INFORMATION
FOR THE YEAR ENDED 30 JUNE 2004**

DIRECTOR: SJ Reed

SECRETARY: J Bunce

REGISTERED OFFICE: 37 Knightbridge Walk
Billericay
Essex
CM12 0HN

REGISTERED NUMBER: 1696997 (England and Wales)

ACCOUNTANTS: Collards
Chartered Accountants
2 High Street
Kingston-upon-Thames
Surrey
KT1 1EY

STEPHEN JAMES MANAGEMENT SERVICES LTD

ABBREVIATED BALANCE SHEET

30 JUNE 2004

		2004		2003	
	Notes	£	£	£	£
FIXED ASSETS:					
Tangible assets	2		33,487		31,703
CURRENT ASSETS:					
Stocks		3,500		3,500	
Debtors		28,087		21,035	
Cash at bank		6,024		14,535	
		<u>37,611</u>		<u>39,070</u>	
CREDITORS: Amounts falling due within one year	3	<u>25,323</u>		<u>14,571</u>	
NET CURRENT ASSETS:			<u>12,288</u>		<u>24,499</u>
TOTAL ASSETS LESS CURRENT LIABILITIES:			45,775		56,202
CREDITORS: Amounts falling due after more than one year	3		<u>5,250</u>		<u>-</u>
			<u><u>£40,525</u></u>		<u><u>£56,202</u></u>
CAPITAL AND RESERVES:					
Called up share capital	4		100		100
Profit and loss account			<u>40,425</u>		<u>56,102</u>
SHAREHOLDERS' FUNDS:			<u><u>£40,525</u></u>		<u><u>£56,202</u></u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 30 June 2004.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2004 in accordance with Section 249B(2) of the Companies Act 1985.

The director acknowledges his responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- (b) 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 Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

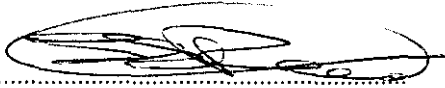
The notes form part of these abbreviated accounts

STEPHEN JAMES MANAGEMENT SERVICES LTD

ABBREVIATED BALANCE SHEET
30 JUNE 2004

These abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:



.....
SJ Reed - Director

Approved by the Board on 27. 01. 2005

The notes form part of these abbreviated accounts

STEPHEN JAMES MANAGEMENT SERVICES LTD

**NOTES TO THE ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2004**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Turnover

Turnover represents net invoiced sales of goods, excluding value added tax.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Fixtures, Fittings & Equipment	- 20% on reducing balance
Motor vehicles	- 25% on reducing balance

Stocks

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

Deferred tax

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

Hire purchase and leasing commitments

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is the shorter.

The interest element of these obligations is charged to the profit and loss account over the relevant period. The capital element of the future payments is treated as a liability.

Pensions

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the profit and loss account.

STEPHEN JAMES MANAGEMENT SERVICES LTD

**NOTES TO THE ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2004**

2. TANGIBLE FIXED ASSETS

	Total
	<u>£</u>
COST:	
At 1 July 2003	74,191
Additions	12,005
Disposals	<u>(4,000)</u>
At 30 June 2004	<u>82,196</u>
DEPRECIATION:	
At 1 July 2003	42,487
Charge for year	9,173
Eliminated on disposals	<u>(2,951)</u>
At 30 June 2004	<u>48,709</u>
NET BOOK VALUE:	
At 30 June 2004	<u>33,487</u>
At 30 June 2003	<u>31,703</u>

3. CREDITORS

The following secured debts are included within creditors:

	2004	2003
	<u>£</u>	<u>£</u>
Hire Purchase	<u>8,250</u>	<u>-</u>

4. CALLED UP SHARE CAPITAL

Authorised:				
Number:	Class:	Nominal value:	2004	2003
			<u>£</u>	<u>£</u>
1,000	Ordinary Shares	£1	<u>1,000</u>	<u>1,000</u>
Allotted, issued and fully paid:				
Number:	Class:	Nominal value:	2004	2003
			<u>£</u>	<u>£</u>
100	Ordinary Shares	£1	<u>100</u>	<u>100</u>

STEPHEN JAMES MANAGEMENT SERVICES LTD

**NOTES TO THE ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2004**

5. TRANSACTIONS WITH DIRECTOR

The following loan to a director subsisted during the year ended 30 June 2004:

	£
SJ Reed	
Balance outstanding at start of year	612
Balance outstanding at end of year	(683)
Maximum balance outstanding during year	612
	<u><u> </u></u>