

REGISTERED NUMBER: 04676365 (England and Wales)

**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2018**  
**FOR**  
**TOP Q MANAGEMENT SERVICES LIMITED**

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**FOR THE YEAR ENDED 31ST MARCH 2018**

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**TOP Q MANAGEMENT SERVICES LIMITED (BY SHARES)**

**COMPANY INFORMATION**  
**FOR THE YEAR ENDED 31ST MARCH 2018**

**DIRECTOR:** Mr M J Heath

**SECRETARY:** Mrs M Heath

**REGISTERED OFFICE:** 21 Corran Road  
Burton Manor  
Stafford  
Staffordshire  
ST17 9QG

**REGISTERED NUMBER:** 04676365 (England and Wales)

**ACCOUNTANTS:** Howards Limited  
Chartered Certified Accountants  
Newport House  
Newport Road  
Stafford  
Staffordshire  
ST16 1DA

**STATEMENT OF FINANCIAL POSITION**  
**31ST MARCH 2018**

|                                              | 2018<br>£       | £                   | 2017<br>£       | £                     |
|----------------------------------------------|-----------------|---------------------|-----------------|-----------------------|
| <b>FIXED ASSETS</b>                          |                 | <b>3,292</b>        |                 | <b>4,332</b>          |
| <b>CURRENT ASSETS</b>                        | <b>25,869</b>   |                     | <b>13,614</b>   |                       |
| <b>PREPAYMENTS AND ACCRUED INCOME</b>        | <b>301</b>      |                     | <b>259</b>      |                       |
| <b>CREDITORS</b>                             |                 |                     |                 |                       |
| Amounts falling due within one year          | <u>(26,091)</u> |                     | <u>(22,066)</u> |                       |
| <b>NET CURRENT ASSETS/(LIABILITIES)</b>      |                 | <u><b>79</b></u>    |                 | <u><b>(8,193)</b></u> |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |                 | <u><b>3,371</b></u> |                 | <u><b>(3,861)</b></u> |
| <b>ACCRUALS AND DEFERRED INCOME</b>          |                 | <u><b>1,800</b></u> |                 | <u><b>1,799</b></u>   |
| <b>NET ASSETS/(LIABILITIES)</b>              |                 | <u><b>1,571</b></u> |                 | <u><b>(5,660)</b></u> |
| <b>CAPITAL AND RESERVES</b>                  |                 | <u><b>1,571</b></u> |                 | <u><b>(5,660)</b></u> |

**NOTES TO THE FINANCIAL STATEMENTS**

**1. AVERAGE NUMBER OF EMPLOYEES**

The average number of employees during the year was 2 (2017 - 2) .

**2. DIRECTOR'S ADVANCES, CREDITS AND GUARANTEES**

The following advances and credits to a director subsisted during the years ended 31st March 2018 and 31st March 2017:

|                                      | 2018<br>£         | 2017<br>£          |
|--------------------------------------|-------------------|--------------------|
| <b>Mr M J Heath</b>                  |                   |                    |
| Balance outstanding at start of year | <b>(15)</b>       | <b>(193)</b>       |
| Amounts advanced                     | <b>78,258</b>     | <b>66,019</b>      |
| Amounts repaid                       | <b>(77,300)</b>   | <b>(65,841)</b>    |
| Balance outstanding at end of year   | <u><b>943</b></u> | <u><b>(15)</b></u> |

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2018 in accordance with Section 476 of the Companies Act 2006.

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

**STATEMENT OF FINANCIAL POSITION - continued**  
**31ST MARCH 2018**

The financial statements have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the director on 14th May 2018 and were signed by:

Mr M J Heath - Director

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.