

AR01

Annual Return

(For returns made up to a date on or after 1 October 20

TUESDAY



A2BQ5942

A18

02/07/2013

#133

COMPANIES HOUSE

A fee is payable with this form

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 company
officers, registered office address,
company type or information
relating to the company records

Part 1

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 *

A1

Company details

Company number

05457797

Company name in full

FOCUS SKILLS LIMITED

A2

Return date

Please give the annual return made up date. The return date must not be a future
date. The annual return must be delivered within 28 days of the date given below.

If you would like the company's made up date to be earlier than 1 October 2011,
please complete the AR01 appropriate for earlier made up dates.

Date of this return *

20 05 2013

A3

Principal business activity

Please show the trade classification code number(s) for the principal
activity or activities

Classification code 1

85320

Classification code 2

Classification code 3

Classification code 4

If you cannot determine a code, please give a brief description of your
business activity below

Principal activity
description

TECHNICAL AND VOCATIONAL
SECONDARY EDUCATION

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A4**Company type**

Please confirm your company type by ticking the appropriate box below (only one box must be ticked)

- ☐ Public limited company
☒ Private company limited by shares
☐ Private company limited by guarantee
☐ Private company limited by shares exempt under section 60
☐ Private company limited by guarantee exempt under section 60
☐ Private unlimited company with share capital
☐ Private unlimited company without share capital

A5**Registered office address**

Building name/number

ROYAL SOVEREIGN HOUSE

Street

40 BERESFORD STREET

Post town

WOOLWICH

County/Region

LONDON

Postcode

SE18 6BF

A6**Single alternative inspection location (SAIL) of the company records (if applicable)**

Building name/number

Street

Post town

County/Region

Postcode

A7**Location of company records**

Please tick the appropriate box to indicate which records are kept at the SAIL address in Section A6

- ☐ Register of members
☐ Register of directors
☐ Directors' service contracts
☐ Directors' indemnities
☐ Register of secretaries
☐ Records of resolutions etc
☐ Contracts relating to purchase of own shares
☐ Documents relating to redemption or purchase of own share out of capital by private company
☐ Register of debenture holders
☐ Report to members of outcome of investigation by public company into interests in its shares
☐ Register of interests in shares disclosed to public company
☐ Instruments creating charges and register of charges England and Wales or Northern Ireland
☐ Instruments creating charges and register of charges Scotland

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Part 2**Officers of the company****Continuation pages**Please use a continuation page
if you need to enter more officer
details**Secretary****B1****Secretary's details**Please use this section to list all the secretaries of the company
For a corporate secretary, complete Section C1-C4

Title*

MR

Full forename(s)

OMAR EVERALD

Surname

COUSINS

Former name(s)

B2**Secretary's service address**

Building name/number

169

Street

BURNT ASH LANE

BROMLEY

Post town

County/Region

KENT

Postcode

BR1 5DJ

Country

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

C1	Corporate secretary's details	
	Please use this section to list all the corporate secretaries of the company	
Corporate body/firm name		
Building name/number		
Street		
Post town		
County/Region		
Postcode		
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	
Where the company/firm is registered		
Registration number		
C4	Non-EEA companies	
	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	
Legal form of the corporate body or firm		
Governing law		
If applicable, where the company/firm is registered		
If applicable, the registration number		

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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

Title*	MR												
Full forename(s)	OMAR EVERALD												
Surname	COUSINS												
Former name(s)													
Country/State of residence	UK												
Nationality	BRITISH												
Date of birth	<table><tr><td>d</td><td>2</td><td>8</td><td>m</td><td>1</td><td>2</td><td>y</td><td>1</td><td>9</td><td>y</td><td>5</td><td>7</td></tr></table>	d	2	8	m	1	2	y	1	9	y	5	7
d	2	8	m	1	2	y	1	9	y	5	7		
Business occupation (if any)	MANAGEMENT CONSULTANT												

D2**Director's service address**

Building name/number	169						
Street	BURNT ASH LANE						
Post town	BROMLEY						
County/Region	KENT						
Postcode	<table><tr><td>B</td><td>R</td><td>1</td><td>5</td><td>D</td><td>J</td></tr></table>	B	R	1	5	D	J
B	R	1	5	D	J		
Country							

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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

Title*	MR											
Full forename(s)	PARVEZ AKHTER											
Surname	SHEIKH											
Former name(s)												
Country/State of residence	UK											
Nationality	BRITISH											
Date of birth	<table><tr><td>d</td><td>2</td><td>5</td><td>m</td><td>1</td><td>0</td><td>y</td><td>1</td><td>9</td><td>6</td><td>8</td></tr></table>	d	2	5	m	1	0	y	1	9	6	8
d	2	5	m	1	0	y	1	9	6	8		
Business occupation (if any)	MANAGEMENT CONSULTANT											

D2**Director's service address**

Building name/number	48
Street	VICTORIA ROAD
	EASTHAM
Post town	LONDON
County/Region	
Postcode	E6 1EY
Country	

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Corporate director

E1	Corporate director's details	
	Please use this section to list all the corporate director's of the company	
Corporate body/firm name		
Building name/number		
Street		
Post town		
County/Region		
Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
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	
Where the company/firm is registered		
Registration number		
E4	Non-EEA companies	
	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	
Legal form of the corporate body or firm		
Governing law		
If applicable, where the company/firm is registered		
If applicable, the registration number		

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Part 3 Statement of capital**F1 Share capital in pound sterling (£)**

Please complete the table below to show each class of shares held in pound sterling
If all your issued capital is in sterling, only complete **Section F1** and then go to **Section F4**

Class of shares (E g Ordinary/Preference etc)	Amount paid up on each share	Amount (if any) unpaid on each share	Number of shares	Aggregate nominal value
ORDINARY	£1		100	£ 100
				£
				£
				£
Totals			100	£ 100

F2 Share capital in other currencies

Please complete the table below to show any class of shares held in other currencies
Please complete a separate table for each currency

Currency				
Class of shares (E g Ordinary/Preference etc)	Amount paid up on each share	Amount (if any) unpaid on each share	Number of shares	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 shares	Aggregate nominal value
Totals				

F3 Totals

Please give the total number of shares and total aggregate nominal value of
issued share capital

Total number of shares 100

Total aggregate
nominal value £100

Continuation Pages
Please use a Statement of Capital continuation
page if necessary

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F4

Statement of capital (Voting rights)

Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in Sections F1 and F2

Class of share

ORDINARY

Voting rights

FULL VOTING RIGHTS

Class of share

Voting rights

Class of share

Voting rights

Class of share

Voting rights

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Part 4 Shareholders

G1 Companies with share capital

Question 1

Were any of the company's shares admitted to trading on a market at any time during this return period? Please tick the appropriate box below

- ☒ **No** go to **Section G2** 'Past and present shareholders'
- ☐ **Yes** go to **Question 2**

Question 2

Please only refer to Question 2 below if you have answered 'Yes' to Question 1. If you answered 'No', please go to Section G2 'Past and present shareholders'

Did the company, throughout the return period, have any shares admitted to trading on a relevant market and was it, throughout the return period, an issuer to which DTR5 applies? Please tick the appropriate box below

- ☐ **No** go to **Section G4** 'Shareholders who hold at least 5% of any class of shares of the company as at the made up date of the return'
- ☐ **Yes** go to **Part 5** 'Signature'

G2 List of past and present shareholders

The company is required to provide a full list of past and present shareholders if one was not included with either of the last two returns. Please tick the 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)**

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G3

List of past and present shareholders

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

Further shareholders

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

Shareholder's Name (Address not required)	Class of share	Shares or stock currently held	Shares or stock transferred (if appropriate)	
		Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
EVERALD OMAR EVERALD COUSINS	ORDINARY	50		/ /
RA PARVEZ AKHTER SHEIKH	ORDINARY	50		/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /

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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)

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

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Part 5

Signature

This must be completed by all companies

I am signing this form on behalf of the company

Signature

Signature

OE Cousins

This form may be signed by
Director , Secretary, Person authorised , Charity commission receiver and
manager, CIC manager, Judicial factor

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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