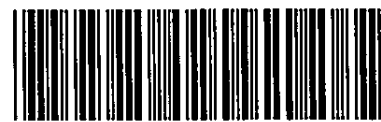


Company Registration No. 02855561 (England and Wales)

MANE CONTRACT SERVICES LIMITED
DIRECTOR'S REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2011

Faulkner House
Victoria Street
St Albans
Herts
AL1 3SE

FRIDAY



A13DHLW3
A16 24/02/2012 #251
COMPANIES HOUSE

Rayner Essex LLP
Chartered Accountants

MANE CONTRACT SERVICES LIMITED

COMPANY INFORMATION

Director	Mr L Pacelli
Secretary	H Patel
Company number	02855561
Registered office	UCB House George Street Watford Hertfordshire WD18 0UH
Auditors	Rayner Essex LLP Faulkner House Victoria Street St Albans Herts AL1 3SE

MANE CONTRACT SERVICES LIMITED

CONTENTS

	Page
Director's report	1 - 2
Independent auditors' report	3 - 4
Profit and loss account	5
Balance sheet	6
Cash flow statement	7
Notes to the cash flow statement	8
Notes to the financial statements	9 - 16

MANE CONTRACT SERVICES LIMITED

DIRECTOR'S REPORT

FOR THE YEAR ENDED 31 AUGUST 2011

The director presents his report and financial statements for the year ended 31 August 2011

Principal activities and review of the business

The principal activity of the company continued to be that of staff employment agency for the supply of technical staff

The directors can report that the year proved to be a continually challenging business environment. Whilst business levels across the company remained stable, a concerted effort to improve gross margins throughout the year has yielded a positive result.

The board cannot see any risks or uncertainties other than the normal commercial risks associated with running a business of this size in the recruitment sector. The principal risks and uncertainties being -

Liquidity Risk

The board manages liquidity risk by a combination of controls such as monitoring gearing levels and ensuring facilities are readily available for future use.

Competition Risk

Various divisions of the company are competing in markets that have large nationwide companies as the main competitors. The board considers that continued operational improvements in the company's sales and service offerings will result in improved client retention and new business acquisition in the coming year.

The key Performance Indicators (KPIs) of the company reviewed by the board are the gross profit margin, timesheet margin and number of contractors working. The board approves forecasts for the coming year and these together with the expected KPIs are compared against the actual figures throughout the financial year.

Results and dividends

The results for the year are set out on page 5.

An interim ordinary dividend was paid amounting to £351,250. The director does not recommend payment of a final dividend.

Directors

The following directors have held office since 1 September 2010:

Mr L Pacelli

Mr I Bowers

(Resigned 17 June 2011)

Auditors

The auditors, Rayner Essex LLP, are deemed to be reappointed under section 487(2) of the Companies Act 2006.

MANE CONTRACT SERVICES LIMITED

DIRECTOR'S REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2011

Statement of director's responsibilities

The director is responsible for preparing the Director's Report and the financial statements in accordance with applicable law and regulations

Company law requires the director to prepare financial statements for each financial year. Under that law the director has elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the director must not approve the financial statements unless he is satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the director is required to

- select suitable accounting policies and then apply them consistently,
- make judgements and accounting estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The director is responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable him to ensure that the financial statements comply with the Companies Act 2006. He is also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure to auditors

So far as the director is aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the director has taken all the necessary steps that he ought to have taken as director in order to make himself aware of all relevant audit information and to establish that the company's auditors are aware of that information.

On behalf of the board



Mr L Pacelli

Director

17 February 2012

MANE CONTRACT SERVICES LIMITED

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF MANE CONTRACT SERVICES LIMITED

We have audited the financial statements of Mane Contract Services Limited for the year ended 31 August 2011 set out on pages 5 to 16. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of director and auditors

As explained more fully in the Director's Responsibilities Statement set out on pages 1 - 2, the director is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the director, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Director's Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the company's affairs as at 31 August 2011 and of its profit for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Director's Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

MANE CONTRACT SERVICES LIMITED

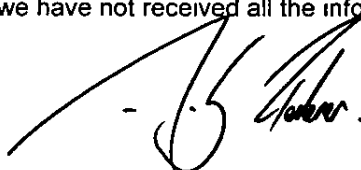
INDEPENDENT AUDITORS' REPORT (CONTINUED)

TO THE MEMBERS OF MANE CONTRACT SERVICES LIMITED

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of directors' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit



Mr Antony Federer FCCA ACA CF (Senior Statutory Auditor)
for and on behalf of Rayner Essex LLP

21 February 2012

Chartered Accountants
Statutory Auditor

Faulkner House
Victoria Street
St Albans
Herts
AL1 3SE

MANE CONTRACT SERVICES LIMITED

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2011

	Notes	2011 £	2010 £
Turnover	2	31,164,732	33,591,248
Cost of sales		(27,100,849)	(29,241,076)
Gross profit		4,063,883	4,350,172
Administrative expenses		(3,414,732)	(4,065,317)
Operating profit	3	649,151	284,855
Other interest receivable and similar income	4	324	3,985
Interest payable and similar charges	5	(84,258)	(101,471)
Profit on ordinary activities before taxation		565,217	187,369
Tax on profit on ordinary activities	6	(179,213)	(11,079)
Profit for the year	14	386,004	176,290

The profit and loss account has been prepared on the basis that all operations are continuing operations

There are no recognised gains and losses other than those passing through the profit and loss account

MANE CONTRACT SERVICES LIMITED

BALANCE SHEET

AS AT 31 AUGUST 2011

	Notes	2011 £	£	2010 £	£
Fixed assets					
Tangible assets	8		18,550		36,828
Current assets					
Debtors	9	5,236,208		6,656,158	
Cash at bank and in hand		17,235		124,116	
		<u>5,253,443</u>		<u>6,780,274</u>	
Creditors, amounts falling due within one year	10	<u>(3,932,792)</u>		<u>(5,512,655)</u>	
Net current assets			<u>1,320,651</u>		<u>1,267,619</u>
Total assets less current liabilities			<u>1,339,201</u>		<u>1,304,447</u>
Provisions for liabilities	11		<u>(8,769)</u>		<u>(8,769)</u>
			<u>1,330,432</u>		<u>1,295,678</u>
Capital and reserves					
Called up share capital	13		268,750		268,750
Share premium account	14		45,000		45,000
Other reserves	14		63,158		63,158
Profit and loss account	14		<u>953,524</u>		<u>918,770</u>
Shareholders' funds	15		<u>1,330,432</u>		<u>1,295,678</u>

Approved by the Board and authorised for issue on 17 February 2012



Mr L Pacelli
Director

Company Registration No. 02855561

MANE CONTRACT SERVICES LIMITED

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2011

	£	2011 £	£	2010 £
Net cash inflow/(outflow) from operating activities		376,615		(178,632)
Returns on investments and servicing of finance				
Interest received	324		3,985	
Interest paid	(84,258)		(101,471)	
Net cash outflow for returns on investments and servicing of finance		(83,934)		(97,486)
Taxation		(48,311)		(129,383)
Capital expenditure				
Payments to acquire tangible assets	(1)		(29,232)	
Net cash outflow for capital expenditure		(1)		(29,232)
Equity dividends paid		(351,250)		(150,000)
Net cash outflow before management of liquid resources and financing		(106,881)		(584,733)
Financing				
Issue of ordinary share capital	-		63,750	
Issue of shares	-		63,750	
Decrease in debt	-		-	
Net cash (outflow)/inflow from financing		-		63,750
Decrease in cash in the year		(106,881)		(520,983)

MANE CONTRACT SERVICES LIMITED

NOTES TO THE CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2011

1	Reconciliation of operating profit to net cash inflow/(outflow) from operating activities	2011		2010	
		£		£	
	Operating profit	649,151		284,855	
	Depreciation of tangible assets	18,279		35,658	
	Decrease/(increase) in debtors	1,427,382		(744,275)	
	(Decrease)/Increase in creditors within one year	(1,718,197)		245,130	
	Net cash inflow/(outflow) from operating activities	376,615		(178,632)	
2	Analysis of net funds	1 September 2010	Cash flow	Other non- cash changes	31 August 2011
		£	£	£	£
	Net cash				
	Cash at bank and in hand	124,116	(106,881)	-	17,235
	Bank deposits	-	-	-	-
	Net funds	124,116	(106,881)	-	17,235
3	Reconciliation of net cash flow to movement in net funds	2011		2010	
		£		£	
	Decrease in cash in the year	(106,881)		(520,983)	
	Movement in net funds in the year	(106,881)		(520,983)	
	Opening net funds	124,116		645,099	
	Closing net funds	17,235		124,116	

MANE CONTRACT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2011

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention

1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated)

1.3 Turnover

Turnover represents amounts receivable for goods and services net of VAT and trade discounts

Revenue in respect of recruitment services provided is recognised in full when the customer has authorised timesheets for labour provided

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows

Land and buildings Leasehold	Over the term of the lease
Fixtures, fittings & equipment	over 2-5 years
Motor vehicles	over 5 years

1.5 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term

1.6 Pensions

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable

1.7 Deferred taxation

Deferred taxation is provided in full in respect of taxation deferred by timing differences between the treatment of certain items for taxation and accounting purposes. The deferred tax balance has not been discounted

1.8 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to profit and loss account

MANE CONTRACT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2011

2 Turnover

Turnover is attributable to one continuing activity, that of staff employment agency

Geographical market

	Turnover 2011 £	2010 £
United Kingdom	29,052,041	32,304,037
Europe	2,112,691	1,287,211
	<u>31,164,732</u>	<u>33,591,248</u>

3 Operating profit

	2011 £	2010 £
Operating profit is stated after charging		
Depreciation of tangible assets	18,279	35,658
Operating lease rentals	202,500	229,814
Auditors' remuneration (including expenses and benefits in kind)	12,000	12,000
and after crediting		
Profit on foreign exchange transactions	<u>(56,949)</u>	<u>(32,545)</u>

Total remuneration receivable by the auditor was £13,240 (2010 £13,848) of which £12,000 (2010 £12,000) was for audit, and £1,240 (2010 £1,848) was for tax advice

4 Investment income

	2011 £	2010 £
Bank interest	324	3,985
	<u>324</u>	<u>3,985</u>

5 Interest payable

	2011 £	2010 £
On amounts payable to factors	<u>84,258</u>	<u>101,471</u>

MANE CONTRACT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2011

6	Taxation	2011	2010
		£	£
	Domestic current year tax		
	U K corporation tax	179,213	11,079
	Total current tax	<u>179,213</u>	<u>11,079</u>
	Factors affecting the tax charge for the year		
	Profit on ordinary activities before taxation	<u>565,217</u>	<u>187,369</u>
	Profit on ordinary activities before taxation multiplied by standard rate of UK corporation tax of 27.50% (2010 - 21.00%)	<u>155,435</u>	<u>39,347</u>
	Effects of		
	Non deductible expenses	22,981	8,357
	Depreciation add back	5,027	7,488
	Capital allowances	(3,872)	(4,367)
	Other tax adjustments	(358)	(39,746)
		<u>23,778</u>	<u>(28,268)</u>
	Current tax charge for the year	<u>179,213</u>	<u>11,079</u>
7	Dividends	2011	2010
		£	£
	Ordinary interim paid	<u>351,250</u>	<u>150,000</u>

MANE CONTRACT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2011

8 Tangible fixed assets

	Land and buildings Leasehold £	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Cost				
At 1 September 2010 & at 31 August 2011	65,063	455,816	35,508	556,387
Depreciation				
At 1 September 2010	61,657	440,273	17,628	519,558
Charge for the year	3,406	7,771	7,102	18,279
At 31 August 2011	65,063	448,044	24,730	537,837
Net book value				
At 31 August 2011	-	7,772	10,778	18,550
At 31 August 2010	3,406	15,542	17,880	36,828

9 Debtors

	2011 £	2010 £
Trade debtors	4,435,472	5,765,817
Corporation tax	124,436	117,004
Other debtors	589,517	607,357
Prepayments and accrued income	86,783	165,980
	<u>5,236,208</u>	<u>6,656,158</u>

Included within other debtors are loans of £497,942 (2010 £468,214) to L Pacelli the director of the company

MANE CONTRACT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2011

10 Creditors amounts falling due within one year	2011 £	2010 £
Trade creditors	78,423	121,048
Corporation tax	189,292	50,958
Other taxes and social security costs	671,844	283,373
Other creditors	2,717,095	4,772,792
Accruals and deferred income	276,138	284,484
	<u>3,932,792</u>	<u>5,512,655</u>

Included in other creditors is £1,585,340, (2010 £3,569,193) secured by a debenture over the book debts of the company

11 Provisions for liabilities

	Deferred tax liability £
Balance at 1 September 2010 & at 31 August 2011	<u>8,769</u>

The deferred tax liability is made up as follows

	2011 £	2010 £
Accelerated capital allowances	<u>8,769</u>	<u>8,769</u>

12 Pension and other post-retirement benefit commitments

Defined contribution

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund.

	2011 £	2010 £
Contributions payable by the company for the year	<u>49,801</u>	<u>58,100</u>

MANE CONTRACT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2011

13 Share capital	2011	2010
	£	£
Authorised		
1,000,000 Ordinary shares of £1 each	1,000,000	1,000,000
Allotted, called up and fully paid		
268,750 Ordinary shares of £1 each	268,750	268,750
14 Statement of movements on reserves		
	Share premium account	Other reserves (see below)
	£	£
Balance at 1 September 2010	45,000	63,158
Profit for the year	-	-
Dividends paid	-	-
Balance at 31 August 2011	45,000	63,158
Other reserves		
Capital redemption reserve		
Balance at 1 September 2010 & at 31 August 2011	63,158	
15 Reconciliation of movements in shareholders' funds	2011	2010
	£	£
Profit for the financial year	386,004	176,290
Dividends	(351,250)	(150,000)
	34,754	26,290
Proceeds from issue of shares	-	63,750
Net addition to shareholders' funds	34,754	90,040
Opening shareholders' funds	1,295,678	1,205,638
Closing shareholders' funds	1,330,432	1,295,678

MANE CONTRACT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2011

16 Financial commitments

At 31 August 2011 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 August 2012

	Land and buildings		Other	
	2011	2010	2011	2010
	£	£	£	£
Operating leases which expire				
Within one year	-	-	4,069	5,659
Between two and five years	128,416	106,094	24,971	32,946
	<u>128,416</u>	<u>106,094</u>	<u>29,040</u>	<u>38,605</u>

17 Directors' remuneration

	2011	2010
	£	£
Remuneration for qualifying services	260,361	260,433
Company pension contributions to defined contribution schemes	21,368	22,723
	<u>281,729</u>	<u>283,156</u>

The number of directors for whom retirement benefits are accruing under defined contribution schemes amounted to 1 (2010 - 2)

Remuneration disclosed above include the following amounts paid to the highest paid director

Remuneration for qualifying services	175,361	175,433
Company pension contributions to defined contribution schemes	<u>1,837</u>	<u>1,887</u>

MANE CONTRACT SERVICES LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2011

18 Employees

Number of employees

The average monthly number of employees (including directors) during the year was

	2011 Number	2010 Number
Management and administration	46	60

Employment costs

	2011 £	2010 £
Wages and salaries	1,792,218	2,434,425
Social security costs	226,365	285,902
Other pension costs	49,801	58,100
	<u>2,068,384</u>	<u>2,778,427</u>

19 Control

The company is controlled by L Pacelli, a director, by virtue of his shareholding in the company

20 Related party relationships and transactions

Loans to directors

The company has granted loan facilities to the directors of the company which were interest free and have no fixed term repayment period. The analysis of the loans are shown below

Description	% Rate	Opening Balance £	Amounts Advanced £	Interest Charged £	Amounts Repaid £	Closing Balance £
L Pacelli - loan account	-	468,214	369,728	-	(340,000)	497,942
I Bowers - loan account	-	60,265	-	-	(60,265)	-
		<u>528,479</u>	<u>369,728</u>	<u>-</u>	<u>(400,265)</u>	<u>497,942</u>

I Bowers overdrawn loan balance was partly repaid during the period by the sum of £11,250. The remaining balance of £49,015 was written off at the date I Bowers left the company.

During the year dividends were paid to the following directors

Mr L Pacelli £340,000 (2010 £146,515)
Mr I Bowers £11,250 (2010 £3,485)