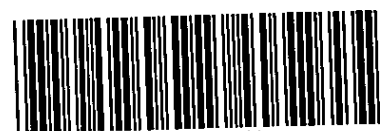


4862200-

**REPORT OF THE DIRECTOR AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2009
FOR
MARLEYCROFT BUSINESS SERVICES LIMITED**

TUESDAY



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COMPANIES HOUSE

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 December 2009**

	Page
Company Information	1
Report of the Director	2
Profit and Loss Account	3
Balance Sheet	4
Notes to the Financial Statements	5
Trading and Profit and Loss Account	8

MARLEYCROFT BUSINESS SERVICES LIMITED

COMPANY INFORMATION
for the Year Ended 31 December 2009

DIRECTOR: Ms L J Marles

SECRETARY: T C Carter

REGISTERED OFFICE: 14 Clayhill Close
Martins Heron
Bracknell
Berkshire
RG12 9FQ

REGISTERED NUMBER: 4862200

ACCOUNTANTS: Fox & Co (Accountants) Limited
Atticus House
2 The Windmills
Turk Street
Alton
Hampshire
GU34 1EF

MARLEYCROFT BUSINESS SERVICES LIMITED (REGISTERED NUMBER: 4862200)

**REPORT OF THE DIRECTOR
for the Year Ended 31 December 2009**

The director presents her report with the financial statements of the company for the year ended 31 December 2009

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of the provision of accounting and related services

DIRECTOR

Ms L J Marles held office during the whole of the period from 1 January 2009 to the date of this report

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

ON BEHALF OF THE BOARD:



Ms L J Marles - Director

Date

3-9-10

MARLEYCROFT BUSINESS SERVICES LIMITED (REGISTERED NUMBER: 4862200)

PROFIT AND LOSS ACCOUNT
for the Year Ended 31 December 2009

	Notes	2009 £	2008 £
TURNOVER		91,510	92,291
Cost of sales		<u>12,766</u>	<u>12,702</u>
GROSS PROFIT		78,744	79,589
Administrative expenses		<u>58,154</u>	<u>59,557</u>
		20,590	20,032
Other operating income		<u>100</u>	<u>16</u>
OPERATING PROFIT	2	20,690	20,048
Interest payable and similar charges		<u>241</u>	<u>121</u>
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		20,449	19,927
Tax on profit on ordinary activities	3	<u>5,652</u>	<u>5,352</u>
PROFIT FOR THE FINANCIAL YEAR AFTER TAXATION		<u>14,797</u>	<u>14,575</u>

The notes form part of these financial statements

MARLEYCROFT BUSINESS SERVICES LIMITED (REGISTERED NUMBER: 4862200)

**BALANCE SHEET
31 December 2009**

	Notes	2009 £	£	2008 £	£
FIXED ASSETS					
Intangible assets	4		24,000		30,000
Tangible assets	5		<u>2,194</u>		<u>2,582</u>
			26,194		32,582
CURRENT ASSETS					
Debtors	6	15,864		9,503	
CREDITORS					
Amounts falling due within one year	7	<u>32,850</u>		<u>32,674</u>	
NET CURRENT LIABILITIES			(16,986)		(23,171)
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>9,208</u>		<u>9,411</u>
CAPITAL AND RESERVES					
Called up share capital	8		1		1
Profit and loss account	9		<u>9,207</u>		<u>9,410</u>
SHAREHOLDERS' FUNDS			<u>9,208</u>		<u>9,411</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2009

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2009 in accordance with Section 476 of the Companies Act 2006

The director acknowledges her responsibilities for

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 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 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

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the director on 3-9-10 and were signed by



Ms L J Marles - Director

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 December 2009

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 April 2008)

Turnover

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

Goodwill

Goodwill, being the amount paid in connection with the acquisition of a business in 2003, is being amortised evenly over its estimated useful life of ten years

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

Office equipment	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

Fixed assets are stated at their cost prices, less accumulated depreciation and amounts recognised in respect of impairment

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

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme Contributions payable to the company's pension scheme are charged to the profit and loss account in the period to which they relate

2 OPERATING PROFIT

The operating profit is stated after charging

	2009	2008
	£	£
Depreciation - owned assets	731	860
Goodwill amortisation	6,000	6,000
Pension costs	768	763
	<u> </u>	<u> </u>
Director's remuneration and other benefits etc	<u>11,300</u>	<u>7,800</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2009

3 TAXATION**Analysis of the tax charge**

The tax charge on the profit on ordinary activities for the year was as follows

	2009 £	2008 £
Current tax		
UK corporation tax	<u>5,652</u>	<u>5,352</u>
Tax on profit on ordinary activities	<u><u>5,652</u></u>	<u><u>5,352</u></u>

4 INTANGIBLE FIXED ASSETSGoodwill
£**COST**At 1 January 2009
and 31 December 200960,000**AMORTISATION**At 1 January 2009
Charge for year30,000
6,000

At 31 December 2009

36,000**NET BOOK VALUE**

At 31 December 2009

24,000

At 31 December 2008

30,000**5 TANGIBLE FIXED ASSETS**

	Office equipment £	Computer equipment £	Totals £
COST			
At 1 January 2009	2,082	4,328	6,410
Additions	<u>-</u>	<u>343</u>	<u>343</u>
At 31 December 2009	<u>2,082</u>	<u>4,671</u>	<u>6,753</u>
DEPRECIATION			
At 1 January 2009	1,846	1,982	3,828
Charge for year	<u>59</u>	<u>672</u>	<u>731</u>
At 31 December 2009	<u>1,905</u>	<u>2,654</u>	<u>4,559</u>
NET BOOK VALUE			
At 31 December 2009	<u>177</u>	<u>2,017</u>	<u>2,194</u>
At 31 December 2008	<u>236</u>	<u>2,346</u>	<u>2,582</u>

MARLEYCROFT BUSINESS SERVICES LIMITED (REGISTERED NUMBER. 4862200)

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2009**

6 DEBTORS. AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009	2008
	£	£
Trade debtors	14,585	9,503
Prepayments	1,279	-
	<u>15,864</u>	<u>9,503</u>

7 CREDITORS. AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009	2008
	£	£
Bank loans and overdrafts	8,692	1,485
Trade creditors	1,892	3,345
Corporation tax	5,652	5,352
VAT	2,656	2,184
PAYE & NIC	585	942
Accruals	1,350	1,534
Directors' current accounts	12,023	17,832
	<u>32,850</u>	<u>32,674</u>

8 CALLED UP SHARE CAPITAL

Allotted, issued and fully paid				
Number	Class	Nominal value	2009	2008
			£	£
1	Ordinary	£1	<u>1</u>	<u>1</u>

9 RESERVES

	Profit and loss account £
At 1 January 2009	9,410
Profit for the year	14,797
Dividends	<u>(15,000)</u>
At 31 December 2009	<u>9,207</u>

10 ULTIMATE CONTROLLING PARTY

The company is owned by it's director Mrs L Marles

MARLEYCROFT BUSINESS SERVICES LIMITED (REGISTERED NUMBER: 4862200)

TRADING AND PROFIT AND LOSS ACCOUNT
for the Year Ended 31 December 2009

	2009		2008	
	£	£	£	£
Turnover				
Sales and work done		91,510		92,291
Cost of sales				
Sub-contractors		12,766		12,702
GROSS PROFIT		78,744		79,589
Other income				
Sundry receipts	100		-	
Bank interest	-		16	
		100		16
		78,844		79,605
Expenditure				
Rent	3,600		3,600	
Rates and water	271		258	
Insurance	300		359	
Directors' salaries	11,300		7,800	
Salaries	17,875		17,274	
Social security	1,559		1,144	
Pensions	768		763	
Hire of plant and machinery	-		801	
Telephone	1,875		1,746	
Office expenses	3,346		5,421	
Advertising	1,013		1,420	
Repairs and renewals	111		681	
Cleaning	50		10	
Travel & subsistence	5,135		4,358	
Sundry expenses	298		1,351	
Subscriptions	294		1,195	
Training	170		279	
Accountancy	500		450	
Legal and professional fees	188		34	
Computer costs	1,364		2,331	
Amortisation of intangible fixed assets				
Goodwill	6,000		6,000	
Depreciation of tangible fixed assets				
Charge for the year	731		860	
Entertainment	574		727	
Bad debts	185		-	
		57,507		58,862
Carried forward		21,337		20,743

This page does not form part of the statutory financial statements

MARLEYCROFT BUSINESS SERVICES LIMITED (REGISTERED NUMBER 4862200)

TRADING AND PROFIT AND LOSS ACCOUNT
for the Year Ended 31 December 2009

	2009		2008	
	£	£	£	£
Brought forward		21,337		20,743
Finance costs				
Bank charges	647		695	
Bank interest	241		121	
		<u>888</u>		<u>816</u>
NET PROFIT		<u>20,449</u>		<u>19,927</u>

This page does not form part of the statutory financial statements