

ABBREVIATED UNAUDITED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2013

FOR

OPTIMA MANAGEMENT LIMITED

**CONTENTS OF THE ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2013**

	Page
Company Information	1
Abbreviated Balance Sheet	2
Notes to the Abbreviated Accounts	4
Chartered Accountants' Report	6

OPTIMA MANAGEMENT LIMITED

**COMPANY INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2013**

DIRECTORS:
G J Batterham
Mrs M Batterham
Mrs F Murphy

SECRETARY: Kerry Secretarial Services Ltd

REGISTERED OFFICE:
c/o Cox Costello
Langwood House
63-81 High Street
Rickmansworth
Hertfordshire
WD3 1EQ

REGISTERED NUMBER: 07000221 (England and Wales)

ACCOUNTANTS:
Cox Costello & Horne Limited
Chartered Accountants and Chartered Tax Advisers
Langwood House
63-81 High Street
Rickmansworth
Hertfordshire
WD3 1EQ

ABBREVIATED BALANCE SHEET
31 DECEMBER 2013

	Notes	31.12.13 £	£	31.12.12 £	£
FIXED ASSETS					
Intangible assets	2		-		-
Tangible assets	3		<u>9,767</u>		<u>7,490</u>
			9,767		7,490
CURRENT ASSETS					
Debtors		213,004		245,490	
Cash at bank and in hand		<u>12,842</u>		<u>81,517</u>	
		225,846		327,007	
CREDITORS					
Amounts falling due within one year		<u>85,022</u>		<u>130,970</u>	
NET CURRENT ASSETS			<u>140,824</u>		<u>196,037</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			150,591		203,527
CREDITORS					
Amounts falling due after more than one year			(95,494)		(132,186)
PROVISIONS FOR LIABILITIES			<u>(1,954)</u>		<u>(1,497)</u>
NET ASSETS			<u>53,143</u>		<u>69,844</u>
CAPITAL AND RESERVES					
Called up share capital	4		34,000		4,000
Profit and loss account			<u>19,143</u>		<u>65,844</u>
SHAREHOLDERS' FUNDS			<u>53,143</u>		<u>69,844</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2013.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2013 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their 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)

ABBREVIATED BALANCE SHEET - continued
31 DECEMBER 2013

The abbreviated accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 30 September 2014 and were signed on its behalf by:

G J Batterham - Director

Mrs F Murphy - Director

**NOTES TO THE ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2013**

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.

Intangible fixed assets

Intangible fixed assets amortised over two years.

Tangible fixed assets

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

Plant and machinery etc - 33% on cost

Deferred tax

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

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

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.

2. INTANGIBLE FIXED ASSETS

	Total £
COST	
At 1 January 2013	
and 31 December 2013	48,154
AMORTISATION	
At 1 January 2013	
and 31 December 2013	48,154
NET BOOK VALUE	
At 31 December 2013	-
At 31 December 2012	-

NOTES TO THE ABBREVIATED ACCOUNTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2013

3. TANGIBLE FIXED ASSETS

	Total £
COST	
At 1 January 2013	21,614
Additions	9,032
At 31 December 2013	<u>30,646</u>
DEPRECIATION	
At 1 January 2013	14,124
Charge for year	6,755
At 31 December 2013	<u>20,879</u>
NET BOOK VALUE	
At 31 December 2013	<u>9,767</u>
At 31 December 2012	<u>7,490</u>

4. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:			
Number:	Class:	Nominal value:	31.12.13 £
4,000	Ordinary	£1.00	<u>34,000</u>
			31.12.12 £ <u>4,000</u>

**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS
ON THE UNAUDITED FINANCIAL STATEMENTS OF
OPTIMA MANAGEMENT LIMITED**

The following reproduces the text of the report prepared for the directors in respect of the company's annual unaudited financial statements, from which the unaudited abbreviated accounts (set out on pages two to five) have been prepared.

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Optima Management Limited for the year ended 31 December 2013 which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made solely to the Board of Directors of Optima Management Limited, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Optima Management Limited and state those matters that we have agreed to state to the Board of Directors of Optima Management Limited, as a body, in this report in accordance with AAF 2/10 as detailed at icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Optima Management Limited has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Optima Management Limited. You consider that Optima Management Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Optima Management Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Cox Costello & Horne Limited
Chartered Accountants and Chartered Tax Advisers
Langwood House
63-81 High Street
Rickmansworth
Hertfordshire
WD3 1EQ

Date:

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.