

Registered Number 04551808

ARROW OFFICE EQUIPMENT LIMITED

Abbreviated Accounts

30 November 2015

Abbreviated Balance Sheet as at 30 November
2015

04551808

	<i>Notes</i>	<i>2015</i>	<i>2014</i>
		<i>£</i>	<i>£</i>
Fixed assets			
Intangible assets	2	17,500	20,000
Tangible assets	3	302,222	147,983
		<u>319,722</u>	<u>167,983</u>
Current assets			
Stocks		815	950
Debtors		14,217	33,022
Cash at bank and in hand		58,014	42,628
		<u>73,046</u>	<u>76,600</u>
Creditors: amounts falling due within one year		(77,391)	(108,728)
Net current assets (liabilities)		<u>(4,345)</u>	<u>(32,128)</u>
Total assets less current liabilities		<u>315,377</u>	<u>135,855</u>
Creditors: amounts falling due after more than one year		(152,364)	(127,625)
Total net assets (liabilities)		<u><u>163,013</u></u>	<u><u>8,230</u></u>
Capital and reserves			
Called up share capital	4	2	2
Revaluation reserve		154,980	-
Profit and loss account		8,031	8,228
Shareholders' funds		<u><u>163,013</u></u>	<u><u>8,230</u></u>

- For the year ending 30 November 2015 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on 20 June 2016

And signed on their behalf by:

Mr B Andrews, Director**Mr P Hurley, Director**

Notes to the Abbreviated Accounts for the period ended 30 November 2015**1 Accounting Policies****Basis of measurement and preparation of accounts**

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities effective April 2008.

Turnover policy

Turnover represents the total invoice value, excluding value added tax, of sales made during the period and derives from the provision of goods falling within the company's ordinary activities.

Tangible assets depreciation policy

Depreciation is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

Land and buildings - Not depreciated

Fixtures, fittings and equipment - 25% reducing balance

Motor vehicles - 25% reducing balance

Other accounting policies**Investment Properties**

Investment properties, which comprise properties held for rental, are shown at open market value. Any aggregate surplus or deficit is transferred to the investment revaluation reserve, except where a deficit is deemed permanent when it is taken to the profit & loss account. No provision is made for depreciation of investment properties. This departure from the requirements of the Companies Act 2006 which requires all investment properties to be depreciated is, in the opinion of the directors, necessary for the financial statements to show a true and fair view in accordance with the applicable accounting standards. The depreciation charge is only one of the factors reflected in the annual valuation and therefore the effect of the departure cannot be readily quantified.

Leasing

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce constant periodic rates of charge on the net obligations outstanding in each period.

2 Intangible fixed assets

£

Cost

At 1 December 2014	50,000
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Additions	-
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	<i>£</i>
Disposals	-
Revaluations	-
Transfers	-
At 30 November 2015	<u>50,000</u>
Amortisation	
At 1 December 2014	30,000
Charge for the year	2,500
On disposals	-
At 30 November 2015	<u>32,500</u>
Net book values	
At 30 November 2015	<u>17,500</u>
At 30 November 2014	<u>20,000</u>

3 **Tangible fixed assets**

	<i>£</i>
Cost	
At 1 December 2014	158,909
Additions	154,980
Disposals	-
Revaluations	-
Transfers	-
At 30 November 2015	<u>313,889</u>
Depreciation	
At 1 December 2014	10,926
Charge for the year	741
On disposals	-
At 30 November 2015	<u>11,667</u>
Net book values	
At 30 November 2015	<u>302,222</u>
At 30 November 2014	<u>147,983</u>

4 **Called Up Share Capital**

Allotted, called up and fully paid:

	<i>2015</i>	<i>2014</i>
	<i>£</i>	<i>£</i>
2 Ordinary shares of £1 each	2	2