

**ABBREVIATED UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 31 OCTOBER 2016  
FOR  
MAIL RESOURCE LIMITED**

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FOR THE YEAR ENDED 31 OCTOBER 2016**

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**MAIL RESOURCE LIMITED**  
**COMPANY INFORMATION**  
**FOR THE YEAR ENDED 31 OCTOBER 2016**

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**DIRECTORS:**

N Bevan  
K M Winchester  
M D Habbin

**SECRETARY:**

L Matthews

**REGISTERED OFFICE:**

28 Southway  
Carshalton Beeches  
Surrey  
SM5 4HW

**REGISTERED NUMBER:**

02124640 (England and Wales)

**ACCOUNTANTS:**

Skingle Helps & Co  
28 Southway  
Carshalton Beeches  
Surrey  
SM5 4HW

**ABBREVIATED BALANCE SHEET**  
**31 OCTOBER 2016**

|  | Notes | 2016<br>£     | £              | 2015<br>£      | £              |
|--|-------|---------------|----------------|----------------|----------------|
| <b>FIXED ASSETS</b>                          |       |               |                |                |                |
| Tangible assets                              | 2     |               | 1,427          |                | 2,188          |
| <b>CURRENT ASSETS</b>                        |       |               |                |                |                |
| Debtors                                      |       | 156,668       |                | 187,515        |                |
| Cash at bank                                 |       | <u>92,786</u> |                | <u>88,791</u>  |                |
|  |       | 249,454       |                | 276,306        |                |
| <b>CREDITORS</b>                             |       |               |                |                |                |
| Amounts falling due within one year          |       | <u>65,891</u> |                | <u>106,818</u> |                |
| <b>NET CURRENT ASSETS</b>                    |       |               | <u>183,563</u> |                | <u>169,488</u> |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |       |               | <u>184,990</u> |                | <u>171,676</u> |
| <b>CAPITAL AND RESERVES</b>                  |       |               |                |                |                |
| Called up share capital                      | 3     |               | 100            |                | 100            |
| Profit and loss account                      |       |               | <u>184,890</u> |                | <u>171,576</u> |
| <b>SHAREHOLDERS' FUNDS</b>                   |       |               | <u>184,990</u> |                | <u>171,676</u> |

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2016.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2016 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.

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 31 March 2017 and were signed on its behalf by:

N Bevan - Director

**NOTES TO THE ABBREVIATED ACCOUNTS  
FOR THE YEAR ENDED 31 OCTOBER 2016**

**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 January 2015).

**Turnover**

Turnover represents the value of services provided during the year, excluding value added tax.

Turnover is recognised when the services are delivered to the customer. Un-invoiced services at the year end are included in accrued income. Invoiced services which remain unpaid at the year end are included in debtors. Where customers pay in advance for services, the amount is recorded as deferred income until the service has been delivered.

**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 | - 33% on reducing balance |
| Motor vehicles      | - 25% on reducing balance |
| Computer equipment  | - 25% on cost             |

**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. TANGIBLE FIXED ASSETS**

|                        | Total<br>£      |
|------------------------|-----------------|
| <b>COST</b>            |                 |
| At 1 November 2015     | 66,820          |
| Additions              | 1,557           |
| Disposals              | <u>(45,050)</u> |
| At 31 October 2016     | <u>23,327</u>   |
| <b>DEPRECIATION</b>    |                 |
| At 1 November 2015     | 64,632          |
| Charge for year        | 517             |
| Eliminated on disposal | <u>(43,249)</u> |
| At 31 October 2016     | <u>21,900</u>   |
| <b>NET BOOK VALUE</b>  |                 |
| At 31 October 2016     | <u>1,427</u>    |
| At 31 October 2015     | <u>2,188</u>    |

**3. CALLED UP SHARE CAPITAL**

| Allotted, issued and fully paid: |          | Nominal value: |     | 2016 | 2015 |
|----------------------------------|----------|----------------|-----|------|------|
| Number:                          | Class:   | £1             | £   | £    | £    |
| 100                              | Ordinary | £1             | 100 | 100  | 100  |

**4. RELATED PARTY DISCLOSURES**

During the year, total dividends of £88,407 (2015 - £61,075) were paid to the directors .