

**Abbreviated Unaudited Accounts
for the Year Ended 30th September 2015
for
O'Pen Office Solutions Limited**

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for the year ended 30th September 2015**

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O'Pen Office Solutions Limited
Company
Information
for the year ended 30th September 2015

DIRECTORS:

Mr R A Gillett
Mrs J Gillett
Miss A L Gillett

REGISTERED OFFICE:

3 Turpin Green Lane
Leyland
Lancashire
PR25 3HA

REGISTERED NUMBER:

05559314 (England and Wales)

ACCOUNTANTS:

Robin Oatridge & Co Limited
Chartered Certified Accountants
Black Bull House
353-355 Station Road
Bamber Bridge
Preston
Lancashire
PR5 6EE

Abbreviated Balance Sheet
30th September
2015

	Notes	2015 £	£	2014 £	£
FIXED ASSETS					
Intangible assets	2		31,250		34,375
Tangible assets	3		<u>18,503</u>		<u>22,516</u>
			49,753		56,891
CURRENT ASSETS					
Stocks		10,500		12,750	
Debtors		34,601		41,335	
Cash at bank and in hand		<u>5,383</u>		<u>20,589</u>	
		50,484		74,674	
CREDITORS					
Amounts falling due within one year		<u>43,849</u>		<u>60,823</u>	
NET CURRENT ASSETS			<u>6,635</u>		<u>13,851</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			56,388		70,742
CREDITORS					
Amounts falling due after more than one year			(5,629)		(8,035)
PROVISIONS FOR LIABILITIES			<u>(2,981)</u>		<u>(3,616)</u>
NET ASSETS			<u><u>47,778</u></u>		<u><u>59,091</u></u>
CAPITAL AND RESERVES					
Called up share capital	4		100		100
Profit and loss account			<u>47,678</u>		<u>58,991</u>
SHAREHOLDERS' FUNDS			<u><u>47,778</u></u>		<u><u>59,091</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th September 2015.

The members have not required the company to obtain an audit of its financial statements for the year ended 30th September 2015 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
30th September
2015

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 4th May 2016 and were signed on its behalf by:

Mr R A Gillett - Director

Mrs J Gillett - Director

**Notes to the Abbreviated Accounts
for the year ended 30th September 2015**

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 net invoiced sales of goods, excluding value added tax.

Goodwill

Goodwill, being the amount paid in connection with the acquisition of a business in 2005, is being amortised evenly over its estimated useful life of twenty years.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Improvements to property	- Straight line over 10 years
Fixtures and fittings	- 15% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 15% on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

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

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is the shorter.

The interest element of these obligations is charged to the profit and loss account over the relevant period. The capital element of the future payments is treated as a liability.

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.

**Notes to the Abbreviated Accounts - continued
for the year ended 30th September 2015**

2. INTANGIBLE FIXED ASSETS

Total
£

COST

At 1st October 2014
and 30th September 2015

62,500

AMORTISATION

At 1st October 2014

28,125

Amortisation for year

3,125

At 30th September 2015

31,250

NET BOOK VALUE

At 30th September 2015

31,250

At 30th September 2014

34,375

3. TANGIBLE FIXED ASSETS

Total
£

COST

At 1st October 2014
and 30th September 2015

40,159

DEPRECIATION

At 1st October 2014

17,643

Charge for year

4,013

At 30th September 2015

21,656

NET BOOK VALUE

At 30th September 2015

18,503

At 30th September 2014

22,516

4. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:

Number: Class:

Nominal
value:
£1

2015
£
100

2014
£
100

100 Ordinary