Registered number: 2273546

# PERSONNEL CONSULTANTS LIMITED

ABBREVIATED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2003

\*eC305675\*

A24 COMPANIES HOUSE

0564 02/12/03

The following reproduces the text of the accountants' report in respect of the company's annual financial statements, from which the abbreviated accounts (set out on pages 2 to 4) have been prepared.

# ACCOUNTANTS' REPORT TO THE DIRECTORS ON THE UNAUDITED FINANCIAL STATEMENTS OF PERSONNEL CONSULTANTS LIMITED

As described on the balance sheet you are responsible for the preparation of the financial statements for the year ended 31 March 2003 set out on pages 2 to 4 and you consider that the company is exempt from an audit under section 249A(1) of the Companies Act 1985.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records of the company and from information and explanations supplied to us.

Crossley & Co

**Chartered Accountants** 

Cowley & G.

The Precinct Cathedral Close Rochester Kent ME1 1SZ

26 November 2003.

# ABBREVIATED BALANCE SHEET As at 31 March 2003

		2003		2002		
	Note	£	£	£		£
FIXED ASSETS						
Tangible fixed assets	2		557			613
CURRENT ASSETS						
Debtors		3,583		5,925		
Cash at bank		4,837		1,178		
	•	8,420	_	7,103		
CREDITORS: amounts falling due with one year	nin	(8,880)		(7,677)		
5.10 <b>,</b> 50.1			_			
NET CURRENT LIABILITIES			(460)			(574)
TOTAL ASSETS LESS CURRENT LI	ABILITIES		97			39
PROVISIONS FOR LIABILITIES AND CHARGES	)					
Deferred taxation			(31)			-
NET ASSETS		1	66		£	39
CAPITAL AND RESERVES						
Called up share capital	3		2			2
Profit and loss account			64			37
SHAREHOLDERS' FUNDS		!	E 66		£	39

# ABBREVIATED BALANCE SHEET As at 31 March 2003

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 249A(1) of the Companies Act 1985 and members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 249B(2) of the Act. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2003 and of its profit for the year then ended in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to the financial statements so far as applicable to the company.

The abbreviated accounts, which have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 applicable to small companies, were approved by the board on 25 and signed on its behalf.

Director

The notes on pages 4 form part of these financial statements.

### NOTES TO THE ABBREVIATED ACCOUNTS For the year ended 31 March 2003

#### 1. ACCOUNTING POLICIES

### 1.1 Basis of preparation of financial statements

The full financial statements, from which these abbreviated accounts have been extracted, have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

#### 1.2 Cash flow

The financial statements do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective June 2002).

#### 1.3 Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, exclusive of Value Added Tax and trade discounts.

# 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment

25% reducing balance

### 2. TANGIBLE FIXED ASSETS

3.

				£
Cost				
At 1 April 2002				2,825
Additions				156
At 31 March 2003			_	2,981
Depreciation				
At 1 April 2002				2,212
Charge for the year				212
At 31 March 2003				2,424
Net book value				
At 31 March 2003			£	557
At 31 March 2002			£	613
SHARE CAPITAL				
	2003		2002	
		£		£
Authorised, allotted, called up and fully paid				
2 Ordinary shares of £1 each	£	2	£	2