



**Companies House**  
— for the record —

# AR01 (ef)

## Annual Return

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*Company Name:* **ACTIVE SECRETARIAT LIMITED**

*Company Number:* **04245869**

*Date of this return:* **04/07/2011**

*SIC codes:* **7487**

*Company Type:* **Private company limited by shares**

*Situation of Registered Office:* **LUMINOUS HOUSE 300 SOUTH ROW  
MILTON KEYNES  
UNITED KINGDOM  
MK9 2FR**

### Officers of the company

*Company Secretary 1*

*Type:* **Person**  
*Full forename(s):* **MR STEVEN JAMES**

*Surname:* **MORAN**

*Former names:*

*Service Address:* **20 SHAKESPEARE CLOSE  
NEWPORT PAGNELL  
BUCKINGHAMSHIRE  
MK16 8RY**

*Company Director* 1

*Type:* **Person**  
*Full forename(s):* **MRS AMANDA JANE**

*Surname:* **MORAN**

*Former names:*

*Service Address:* **20 SHAKESPEARE CLOSE  
NEWPORT PAGNELL  
BUCKINGHAMSHIRE  
MK16 8RY**

*Country/State Usually Resident:* **UNITED KINGDOM**

*Date of Birth:* **27/04/1963**                      *Nationality:* **BRITISH**

*Occupation:* **MANAGER**

## Statement of Capital (Share Capital)

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|                        |                 |                                |           |
|------------------------|-----------------|--------------------------------|-----------|
| <b>Class of shares</b> | <b>ORDINARY</b> | <i>Number allotted</i>         | <b>70</b> |
|                        |                 | <i>Aggregate nominal value</i> | <b>70</b> |
| <i>Currency</i>        | <b>GBP</b>      | <i>Amount paid per share</i>   | <b>70</b> |
|                        |                 | <i>Amount unpaid per share</i> | <b>0</b>  |

*Prescribed particulars*

**ALL SHARES RANK EQUALLY**

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## Statement of Capital (Totals)

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|                 |            |                                      |           |
|-----------------|------------|--------------------------------------|-----------|
| <i>Currency</i> | <b>GBP</b> | <i>Total number of shares</i>        | <b>70</b> |
|                 |            | <i>Total aggregate nominal value</i> | <b>70</b> |

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### *Full Details of Shareholders*

The details below relate to individuals / corporate bodies that were shareholders as at 04/07/2011 or that had ceased to be shareholders since the made up date of the previous Annual Return

*A full list of shareholders for a private or non-traded public company are shown below*

*Shareholding 1* : **35 ORDINARY shares held as at 2011-07-04**  
*Name:* **AMANDA JANE MORAN**

*Shareholding 2* : **35 ORDINARY shares held as at 2011-07-04**  
*Name:* **STEVEN JAMES MORAN**

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### *Authorisation*

*Authenticated*

*This form was authorised by one of the following:*

Director, Secretary, Person Authorised, Charity Commission Receiver and Manager, CIC Manager, Judicial Factor.