

**REGISTERED NUMBER: 2737677 (England and Wales)**

**Abbreviated Accounts**  
**for the year ended 31 October 2004**  
**for**  
**Prime Clean Limited**



**Prime Clean Limited**

**Contents of the Abbreviated Accounts  
for the year ended 31 October 2004**

	<b>Page</b>
<b>Company Information</b>	1
<b>Report of the Directors</b>	2
<b>Report of the Independent Auditors on the Abbreviated Accounts</b>	4
<b>Abbreviated Profit and Loss Account</b>	5
<b>Abbreviated Balance Sheet</b>	6
<b>Cash Flow Statement</b>	7
<b>Notes to the Cash Flow Statement</b>	8
<b>Notes to the Abbreviated Accounts</b>	10

---

**Prime Clean Limited**

**Company Information  
for the year ended 31 October 2004**

**DIRECTORS:** A W E Ellison  
S B R Prier  
T S Louis

**SECRETARY:** A W E Ellison

**REGISTERED OFFICE:** Hamlet House  
366 - 368 London Road  
Westcliff on Sea  
ESSEX SS0 7HZ

**REGISTERED NUMBER:** 2737677 (England and Wales)

**AUDITORS:** Hedges Chandler  
Chartered Accountants - Registered Auditors  
Hamlet House  
366-368 London Road  
Westcliff-on-Sea  
Essex  
SS0 7HZ

**Prime Clean Limited**

**Report of the Directors  
for the year ended 31 October 2004**

The directors present their report with the accounts of the company for the year ended 31 October 2004.

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was that of office and general cleaning contractors.

**REVIEW OF BUSINESS**

The results for the year and financial position of the company are as shown in the annexed accounts.

**DIVIDENDS**

An interim dividend of £8.00 per share was paid on 9 December 2003. The directors recommend that no final dividend be paid.

The total distribution of dividends for the year ended 31 October 2004 will be £100,000.

**DIRECTORS**

The directors during the year under review were:

A W E Ellison  
S B R Prier  
T S Louis - appointed 30.11.2003

The beneficial interests of the directors holding office on 31 October 2004 in the issued share capital of the company were as follows:

	31.10.04	1.11.03 or date of appointment if later
<b>Ordinary £1 shares</b>		
A W E Ellison	2,100	2,100
S B R Prier	-	-
T S Louis	2,900	2,900

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


**Prime Clean Limited**

**Report of the Directors  
for the year ended 31 October 2004**

**AUDITORS**

The auditors, Hedges Chandler, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

**ON BEHALF OF THE BOARD:**



.....  
A W E Ellison - Secretary

Date: 23.1.05 .....

**Report of the Independent Auditors to  
Prime Clean Limited  
Under Section 247B of the Companies Act 1985**

We have examined the abbreviated accounts on pages five to sixteen, together with the full financial statements of the company for the year ended 31 October 2004 prepared under Section 226 of the Companies Act 1985.

This report is made solely to the company, in accordance with Section 247B of the Companies Act 1985. Our work has been undertaken so that we might state to the company those matters we are required to state to it in a special auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company, for our work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

The directors are responsible for preparing the abbreviated accounts in accordance with Section 246A of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with Section 246A(3) of the Act to the Registrar of Companies and whether the accounts to be delivered are properly prepared in accordance with that provision and to report our opinion to you.

**Basis of opinion**

We have carried out the procedures we consider necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared. The scope of our work for the purpose of this report did not include examining or dealing with events after the date of our report on the full financial statements.

**Opinion**

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with Section 246A(3) of the Companies Act 1985, and the abbreviated accounts on pages five to sixteen are properly prepared in accordance with that provision.

*Hedges Chandler*

Hedges Chandler  
Chartered Accountants - Registered Auditors  
Hamlet House  
366-368 London Road  
Westcliff-on-Sea  
Essex  
SS0 7HZ

Date: 23.10.05

**Prime Clean Limited**

**Abbreviated Profit and Loss Account  
for the year ended 31 October 2004**

		2004	2003
	Notes	£	£
<b>GROSS PROFIT</b>		1,025,972	839,395
Administrative expenses		810,003	719,233
<b>OPERATING PROFIT</b>	3	215,969	120,162
Interest receivable and similar income		2,387	580
		218,356	120,742
Interest payable and similar charges	4	2,932	3,540
<b>PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		215,424	117,202
Tax on profit on ordinary activities	5	41,635	16,962
<b>PROFIT FOR THE FINANCIAL YEAR AFTER TAXATION</b>		173,789	100,240
Dividends	6	100,000	-
		73,789	100,240
Retained profit brought forward		458,255	358,015
<b>RETAINED PROFIT CARRIED FORWARD</b>		<u>£532,044</u>	<u>£458,255</u>

**CONTINUING OPERATIONS**

None of the company's activities were acquired or discontinued during the current and previous years.

**TOTAL RECOGNISED GAINS AND LOSSES**

The company has no recognised gains or losses other than the profits for the current and previous years.

The notes form part of these abbreviated accounts


Prime Clean Limited

Abbreviated Balance Sheet  
31 October 2004

	Notes	2004		2003	
		£	£	£	£
<b>FIXED ASSETS:</b>					
Tangible assets	7		172,078		146,675
<b>CURRENT ASSETS:</b>					
Stocks	8	14,143		12,833	
Debtors	9	734,001		514,116	
Cash at bank and in hand		138,358		145,060	
		<u>886,502</u>		<u>672,009</u>	
<b>CREDITORS: Amounts falling due within one year</b>	10	<u>507,582</u>		<u>350,207</u>	
<b>NET CURRENT ASSETS:</b>			<u>378,920</u>		<u>321,802</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>			<u>550,998</u>		<u>468,477</u>
<b>CREDITORS: Amounts falling due after more than one year</b>	11		<u>13,954</u>		<u>5,222</u>
			<u>£537,044</u>		<u>£463,255</u>
<b>CAPITAL AND RESERVES:</b>					
Called up share capital	14		5,000		5,000
Profit and loss account			<u>532,044</u>		<u>458,255</u>
<b>SHAREHOLDERS' FUNDS:</b>	17		<u>£537,044</u>		<u>£463,255</u>

These abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to medium-sized companies.

ON BEHALF OF THE BOARD:

  
.....  
A W E Ellison - Director

Approved by the Board on ...23.1.05.....

The notes form part of these abbreviated accounts



**Prime Clean Limited**

**Cash Flow Statement  
for the year ended 31 October 2004**

	Notes	2004		2003	
		£	£	£	£
<b>Net cash inflow from operating activities</b>	1		200,467		238,465
<b>Returns on investments and servicing of finance</b>	2		(545)		(2,960)
<b>Taxation</b>			(26,852)		(25,185)
<b>Capital expenditure</b>	2		(86,378)		(31,355)
<b>Equity dividends paid</b>			(100,000)		-
			<u>(13,308)</u>		<u>178,965</u>
<b>Financing</b>	2		6,606		(10,860)
<b>(Decrease)/Increase in cash in the period</b>			<u>£(6,702)</u>		<u>£168,105</u>
<b>Reconciliation of net cash flow to movement in net funds</b>	3				
<b>(Decrease)/Increase in cash in the period</b>			(6,702)	168,105	
Cash (inflow)/outflow from (increase)/decrease in debt and lease financing			<u>(6,605)</u>	<u>10,858</u>	
Change in net funds resulting from cash flows			<u>(13,307)</u>		<u>178,963</u>
<b>Movement in net funds in the period</b>			<u>(13,307)</u>		<u>178,963</u>
<b>Net funds/(debt) at 1 November</b>			<u>122,654</u>		<u>(56,309)</u>
<b>Net funds at 31 October</b>			<u>£109,347</u>		<u>£122,654</u>

The notes form part of these abbreviated accounts

**Prime Clean Limited**

**Notes to the Cash Flow Statement  
for the year ended 31 October 2004**

**1. RECONCILIATION OF OPERATING PROFIT TO NET CASH INFLOW FROM OPERATING ACTIVITIES**

	2004 £	2003 £
Operating profit	215,969	120,162
Depreciation charges	73,178	76,762
Profit on sale of fixed assets	(12,204)	(2,686)
(Increase)/Decrease in stocks	(1,310)	158
(Increase)/Decrease in debtors	(221,817)	28,825
Increase in creditors	146,651	15,244
<b>Net cash inflow from operating activities</b>	<u>200,467</u>	<u>238,465</u>

**2. ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN THE CASH FLOW STATEMENT**

	2004 £	2003 £
<b>Returns on investments and servicing of finance</b>		
Interest received	2,387	580
Interest element of hire purchase payments	(2,932)	(3,540)
<b>Net cash outflow for returns on investments and servicing of finance</b>	<u>(545)</u>	<u>(2,960)</u>
<b>Capital expenditure</b>		
Purchase of tangible fixed assets	(110,702)	(38,105)
Sale of tangible fixed assets	24,324	6,750
<b>Net cash outflow for capital expenditure</b>	<u>(86,378)</u>	<u>(31,355)</u>
<b>Financing</b>		
New hire purchase funds	35,195	14,438
Capital element of hire purchase repayments	(28,589)	(25,298)
<b>Net cash inflow/(outflow) from financing</b>	<u>6,606</u>	<u>(10,860)</u>

The notes form part of these abbreviated accounts

**Prime Clean Limited**

**Notes to the Cash Flow Statement  
for the year ended 31 October 2004**

**3. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.11.03 £	Cash flow £	At 31.10.04 £
Net cash:			
Cash at bank and in hand	145,060	(6,702)	138,358
	<u>145,060</u>	<u>(6,702)</u>	<u>138,358</u>
Debt:			
Hire purchase	(22,406)	(6,605)	(29,011)
	<u>(22,406)</u>	<u>(6,605)</u>	<u>(29,011)</u>
Total	<u>122,654</u>	<u>(13,307)</u>	<u>109,347</u>
<b>Analysed in Balance Sheet</b>			
Cash at bank and in hand	145,060		138,358
Hire purchase			
within one year	(17,184)		(15,057)
after one year	(5,222)		(13,954)
	<u>122,654</u>		<u>109,347</u>

The notes form part of these abbreviated accounts

**Prime Clean Limited**

**Notes to the Abbreviated Accounts  
for the year ended 31 October 2004**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention.

**Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts, all of which relate to the company's principal activities carried out wholly in the U.K.

**Tangible fixed assets**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives. Any impairment in value is charged to the profit and loss account.

Leasehold improvements	-	10% on cost
Plant and machinery	-	20% on cost
Fixtures and fittings	-	20% on cost
Office equipment	-	20% on cost
Motor vehicles	-	25% on cost

**Stocks**

Stock is valued at the lower of cost and net realisable value.

**Deferred tax**

Provision is made for deferred taxation using the liability method to take account of timing differences between the incidence of income and expenditure for taxation and accounting purposes, except to the extent that a liability to taxation is unlikely to crystallise.

**Hire purchase and leasing commitments**

Assets held under finance leases and hire purchase contracts, which are those where substantially all the risks and rewards of ownership of the asset have passed to the company, are capitalised in the balance sheet and depreciated over their useful lives.

The interest element of the rental obligations is charged to the profit and loss account over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding and is charged to the profit and loss account over the period of the lease.

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

**Pensions**

The company operates a defined contribution pension scheme, the assets of which are held separately from those of the company.

The pension costs charged against profits represent the amount of the contributions payable to the personal pension schemes of certain employees, in respect of the accounting period.

**2. STAFF COSTS**

	2004	2003
	£	£
Wages and salaries	3,152,130	2,766,721
Other pension costs	31,143	11,395
	<u>3,183,273</u>	<u>2,778,116</u>

**Prime Clean Limited**

**Notes to the Abbreviated Accounts  
for the year ended 31 October 2004**

**2. STAFF COSTS - continued**

The average monthly number of employees during the year was as follows:

	2004	2003
Directors	3	2
Administrative staff and managers	13	13
Cleaning staff	525	510
	<u>541</u>	<u>525</u>

**3. OPERATING PROFIT**

The operating profit is stated after charging/(crediting):

	2004	2003
	£	£
Depreciation - owned assets	55,574	54,447
Depreciation - assets on hire purchase contracts	17,604	22,315
Profit on disposal of fixed assets	(12,204)	(2,686)
Auditors' remuneration	6,500	6,000
	<u>244,386</u>	<u>139,365</u>

Information regarding the highest paid director for the year ended 31 October 2004 is as follows:

	2004
	£
Emoluments etc	<u>109,158</u>

**4. INTEREST PAYABLE AND SIMILAR CHARGES**

	2004	2003
	£	£
Hire purchase	<u>2,932</u>	<u>3,540</u>

**5. TAXATION**

**Analysis of the tax charge**

The tax charge on the profit on ordinary activities for the year was as follows:

	2004	2003
	£	£
Current tax:		
UK corporation tax	39,703	26,852
Deferred taxation	1,932	(9,890)
Tax on profit on ordinary activities	<u>41,635</u>	<u>16,962</u>

**Prime Clean Limited**

**Notes to the Abbreviated Accounts  
for the year ended 31 October 2004**

**7. TANGIBLE FIXED ASSETS - continued**

Fixed assets, included in the above, which are held under hire purchase contracts are as follows:

	Motor vehicles
	£
<b>COST:</b>	
At 1 November 2003	52,988
Additions	35,195
Disposals	(12,681)
At 31 October 2004	<u>75,502</u>
<b>DEPRECIATION:</b>	
At 1 November 2003	23,082
Charge for year	17,604
Eliminated on disposals	(9,510)
At 31 October 2004	<u>31,176</u>
<b>NET BOOK VALUE:</b>	
At 31 October 2004	<u>44,326</u>
At 31 October 2003	<u>29,906</u>

**8. STOCKS**

	2004	2003
	£	£
Stock	<u>14,143</u>	<u>12,833</u>

**9. DEBTORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	2004	2003
	£	£
Trade debtors	614,821	421,845
Other debtors	6,838	1,588
Accrued income	77,227	67,796
Prepayments	31,361	17,201
Deferred taxation	3,754	5,686
	<u>734,001</u>	<u>514,116</u>

The deferred taxation asset relates to deferred capital allowances that are expected to be relieved in full upon the ultimate sale of the fixed assets over which they relate.

**Prime Clean Limited**

**Notes to the Abbreviated Accounts  
for the year ended 31 October 2004**

**10. CREDITORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	2004 £	2003 £
Hire purchase contracts (see note 12)	15,057	17,184
Trade creditors	32,094	25,654
Proposed dividend	60,000	-
Social security & other taxes	263,769	253,869
Taxation	39,703	26,852
Accrued expenses	96,959	26,648
	<u>507,582</u>	<u>350,207</u>

**11. CREDITORS: AMOUNTS FALLING  
DUE AFTER MORE THAN ONE YEAR**

	2004 £	2003 £
Hire purchase contracts (see note 12)	13,954	5,222

**12. OBLIGATIONS UNDER HIRE PURCHASE CONTRACTS AND LEASES**

	2004 £	2003 £
Gross obligations repayable:		
Within one year	16,673	18,621
Between one and five years	14,460	5,839
	<u>31,133</u>	<u>24,460</u>
Finance charges repayable:		
Within one year	1,616	1,437
Between one and five years	506	617
	<u>2,122</u>	<u>2,054</u>
Net obligations repayable:		
Within one year	15,057	17,184
Between one and five years	13,954	5,222
	<u>29,011</u>	<u>22,406</u>

**Prime Clean Limited**

**Notes to the Abbreviated Accounts  
for the year ended 31 October 2004**

**12. OBLIGATIONS UNDER HIRE PURCHASE CONTRACTS AND LEASES - continued**

The following payments are committed to be paid within one year:

	Operating leases			
	Land and buildings		Other	
	2004 £	2003 £	2004 £	2003 £
Expiring:				
Between one and five years	-	-	24,459	27,190
In more than five years	13,050	13,050	-	-
	<u>13,050</u>	<u>13,050</u>	<u>24,459</u>	<u>27,190</u>

**13. SECURED DEBTS**

The following secured debts are included within creditors:

	2004 £	2003 £
Hire purchase contracts	<u>29,011</u>	<u>22,406</u>

The bank overdraft and facilities are secured by a debenture dated 23 April 1998 and a fixed charge over cash dated 8 May 2000.

Hire purchase liabilities are secured against the tangible fixed assets to which they relate.

**14. CALLED UP SHARE CAPITAL**

Authorised, allotted, issued and fully paid:

Number:	Class:	Nominal value:	2004 £	2003 £
5,000	Ordinary	£1	<u>5,000</u>	<u>5,000</u>

**15. CONTINGENT LIABILITIES**

A Performance Bond in respect of customer contracts was held at the year end totalling £30,000. This liability would crystallise should the company fail to meet various contractual obligations during the course of the contract's term.

**16. TRANSACTIONS WITH DIRECTORS**

The following loan to a director subsisted during the year ended 31 October 2004:

	£
<b>S B R Prier</b>	
Balance outstanding at start of year	-
Balance outstanding at end of year	-
Maximum balance outstanding during year	<u>5,000</u>



**Prime Clean Limited**

**Notes to the Abbreviated Accounts  
for the year ended 31 October 2004**

**17. RECONCILIATION OF MOVEMENTS IN SHAREHOLDERS' FUNDS**

	2004	2003
	£	£
Profit for the financial year	173,789	100,240
Dividends	(100,000)	-
<b>Net addition to shareholders' funds</b>	<u>73,789</u>	<u>100,240</u>
Opening shareholders' funds	463,255	363,015
<b>Closing shareholders' funds</b>	<u><u>537,044</u></u>	<u><u>463,255</u></u>
Equity interests	<u><u>537,044</u></u>	<u><u>463,255</u></u>

**18. ULTIMATE CONTROLLING PARTY**

The company is controlled by T.S. Louis who owns 58% of the company's issued share capital in both the current and preceding financial year ends.