



# Companies House

— for the record —

Company Name

**MACLELLAN MANAGEMENT SERVICES LIMITED**

Company Type

**Private Company Limited By Shares**

Company Number

**3378281**

Information extracted from Companies House records on 8th May 2004

3

## 363s Annual Return

100 068 / 4x

- > Please check the details printed in blue on this statement.
- > If any details are wrong, strike them through and write the correct details in the "Amended details" column.
- > Please use black pen and write in capitals.



### Section 1: Company details

Ref: 3378281/03/10

	Current details	Amended details																		
> Registered Office Address <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Enterprise House Chamber Court Castle Street Worcester <del>Worcestershire</del> WR1 3AD	Address ENTERPRISE HOUSE CASTLE STREET WORCESTER UK Postcode WR1 3AD																		
> Register of Members <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<b>Address where the Register is held</b>  At Registered Office	Address   UK Postcode _ _ _ _ _																		
> Register of Debenture Holders <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Not Applicable	Address   UK Postcode _ _ _ _ _																		
> Principal Business Activities <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<table border="1"> <thead> <tr> <th>SIC Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>7499</td> <td>Non-trading company</td> </tr> </tbody> </table>	SIC Code	Description	7499	Non-trading company	<table border="1"> <thead> <tr> <th>SIC CODE</th> <th>Description</th> </tr> </thead> <tbody> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> </tbody> </table>	SIC CODE	Description	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
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> <i>Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.</i>																				

**Section 2: Details of Officers of the Company**

	Current details	Amended details
<p><b>&gt; Company Secretary</b>  <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p> <p><i>Particulars of a new Company Secretary must be notified on form 288a.</i></p>	<p><b>Name</b>                      Stephen Robert SHIPLEY</p> <p><b>Address</b>                      69 Wychwood Avenue                      Knowle                      Solihull                      West Midlands                      B93 9DL</p>	<p><b>Name</b>                      _____</p> <p><input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.</p> <p><b>Address</b>                      _____                      _____                      _____</p> <p>UK Postcode    L L L L    L L L L</p> <p>Date of change    L L / L L / L L L L</p> <p>Date Stephen Robert SHIPLEY ceased to be secretary (if applicable)                      L L / L L / L L L L</p>
<p><b>&gt; Director</b>  <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p> <p><i>Particulars of a new Director must be notified on form 288a.</i></p>	<p><b>Name</b>                      Graham William Stafford                      LOCKYER</p> <p><b>Address</b>                      The Cherry Tree                      Old Tewkesbury Road, Norton                      Gloucester                      Gloucestershire                      GL2 9LR</p> <p><b>Date of birth</b>    23/05/1947</p> <p><b>Nationality</b>    British</p> <p><b>Occupation</b>    Director</p>	<p><b>Name</b>                      _____</p> <p><input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.</p> <p><b>Address</b>                      _____                      _____                      _____</p> <p>UK Postcode    L L L L    L L L L</p> <p>Date of birth    L L / L L / L L L L</p> <p>Nationality    _____</p> <p>Occupation    _____</p> <p>Date of change    L L / L L / L L L L</p> <p>Date Graham William Stafford LOCKYER ceased to be director (if applicable)                      L L / L L / L L L L</p>

**Current details**

**Amended details**

> **Director**

*If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.*

**Name**  
Stephen Robert SHIPLEY

**Address**  
69 Wychwood Avenue  
Knowle  
Solihull  
West Midlands  
B93 9DL

**Date of birth** 14/01/1951

**Nationality** British

**Occupation** Director

*Particulars of a new Director must be notified on form 288a.*

Name

Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.

Address

UK Postcode    \_ \_ \_ \_ \_

Date of birth    \_ \_ / \_ \_ / \_ \_ \_ \_

Nationality    \_\_\_\_\_

Occupation    \_\_\_\_\_

Date of change    \_ \_ / \_ \_ / \_ \_ \_ \_

Date Stephen Robert SHIPLEY ceased to be director (if applicable)

                                  \_ \_ / \_ \_ / \_ \_ \_ \_

	Current details	Amended details
<b>&gt; Issued Share Capital</b> <i>This table shows the total number of shares that have been issued by your company and their Nominal Value. If any of the details are wrong, please fill in the correct details.</i>	<b>Class of share</b> Ordinary <b>Nominal value of each share</b> £1.00 <b>Number of shares issued</b> 20,000 <b>Aggregate Nominal Value of issued shares</b> £20,000.00	<b>Class of share</b> _____ <b>Nominal value of each share</b> _____ <b>Number of shares issued</b> _____ <b>Aggregate Nominal Value of issued shares</b> _____
<b>&gt; Total shares issued and value</b> <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<b>Total number of shares issued</b> 20,000 <b>Total Nominal value of shares issued</b> £20,000.00	<b>Total number of shares issued</b> _____ <b>Total Nominal value of shares issued</b> _____
<b>&gt; At the date of this Annual Return, if the company has altered or changed its share capital in any way or allotted new shares, please refer to the guidance notes for details of the appropriate form that should be sent with this Annual Return. Annual return guidance notes are available on the Companies House web site at <a href="http://www.companieshouse.gov.uk">www.companieshouse.gov.uk</a> or by ringing 0870 3333636.</b>		

**Section 4: Details of Shareholders**

- > The details we hold on your company's shareholders and their shareholdings are printed below. These are based on your last Annual Return.
- > If any details have changed, or if any shares have been transferred, please fill in the details in the "Amended details" or "Shares transferred" column.
- > Please give details of any other shareholders in Section 5.

Current details		Amended details		Shares transferred		
>	<b>Shareholder Name</b> MACLELLAN CLEANING SERVICES LIMITED  <b>Address</b> Enterprise House Chamber Court Castle Street Worcester WR1 3AD  <b>Shares held</b> Class Ordinary	Name <hr/> Address ENTERPRISE HOUSE <hr/> CASTLE STREET <hr/> WORCESTER <hr/> UK Postcode WR1 3AD  <b>Shares held</b> Class Number	Number 20000  <hr/> <hr/>	Shares transferred by MACLELLAN CLEANING SERVICES LIMITED  Class Number Date of transfer	<hr/> <hr/>	_____ _____ ____/____/____ ____/____/____

**Section 5: Details of Other Shareholders**

- > Please fill in details of any persons or corporate bodies who are shareholders of the company at the date of this return, but whose details are not printed in Section 4.
- > Also, provide the details of any persons who became but have ceased to be shareholders of the company since the date of the last annual return.
- > For jointly held shares please list those joint shareholders consecutively on the form. If a joint shareholder also holds shares in their own right, list that holding separately.
- > Please copy this page if there is not enough space to enter all the company's other shareholders.

Shareholders details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (If appropriate)	Date of registration of transfer (If appropriate)
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			



**Companies House**  
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# 363s Annual Return Declaration

- > When you have checked all the sections of this form, please complete this page and sign the declaration below.
- > If you want to change the made up date of this annual return, please complete 2 below.

## 1. Declaration

I confirm that the details in this annual return are correct as at the made-up-date (shown at 2 below). I enclose the filing fee of £15.

Signature

*[Handwritten Signature]*

(Director+Secretary)

Date

02/06/2004

*This date must not be earlier than the return date at 2 below*

### What to do now

Complete this page then send the whole of the Annual Return and the declaration to the address shown at 4 below.

## 2. Date of this return

This AR is made up to  
30/5/2004

If you are making this return up to an earlier date, please give the date here

\_\_ / \_\_ / \_\_\_\_

*Note: The form must be delivered to CH within 28 days of this date*

## 3. Date of next return

If you wish to change your next return to a date earlier than **30th May 2005** please give the new date here:

\_\_ / \_\_ / \_\_\_\_

## 4. Where to send this form

Please return this form to:

Registrar of Companies  
Companies House  
Crown Way  
Cardiff CF14 3UZ

OR

For members of the Hays Document  
Exchange service  
DX 33050 Cardiff

**Have you enclosed the filing fee with the company number written on the reverse of the cheque?**

## Contact Address

You do not have to give any contact information below, but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Contact Name

THE SECRETARY

Telephone number *inc code*

01905 744400

Address Maclellan Group Plc

ENTERPRISE HSE

DX number *if applicable*

\_\_\_\_\_

CASTLE ST

WORCESTER

DX exchange

Postcode

WR1 3AD