

Unaudited Financial Statements for the Year Ended 28 February 2025

for

EXECUTIVE ASSISTANTS LIMITED

**Contents of the Financial Statements
for the Year Ended 28 February 2025**

	Page
Company Information	1
Balance Sheet	2
Notes to the Financial Statements	3

EXECUTIVE ASSISTANTS LIMITED

Company Information
for the Year Ended 28 February 2025

DIRECTOR: A Reynolds

REGISTERED OFFICE: Greenside
Ugley Green
Bishops Stortford
Hertfordshire
CM22 6HL

REGISTERED NUMBER: 07536687 (England and Wales)

ACCOUNTANTS: Allium Wood Limited
Chartered Certified Accountants
The Chestnuts
Brewers End
Takeley
Essex
CM22 6QJ

EXECUTIVE ASSISTANTS LIMITED (REGISTERED NUMBER: 07536687)**Balance Sheet
28 February 2025**

	Notes	2025 £	2024 £
FIXED ASSETS			
Tangible assets	4	494	768
CURRENT ASSETS			
Debtors	5	17,298	27,776
Cash at bank		<u>5,104</u>	<u>1,010</u>
		22,402	28,786
CREDITORS			
Amounts falling due within one year	6	<u>(22,173)</u>	<u>(29,321)</u>
NET CURRENT ASSETS/(LIABILITIES)		<u>229</u>	<u>(535)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		723	233
PROVISIONS FOR LIABILITIES		<u>(124)</u>	<u>(146)</u>
NET ASSETS		<u><u>599</u></u>	<u><u>87</u></u>
CAPITAL AND RESERVES			
Called up share capital		1	1
Retained earnings		<u>598</u>	<u>86</u>
SHAREHOLDERS' FUNDS		<u><u>599</u></u>	<u><u>87</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 2025 in accordance with Section 476 of the Companies Act 2006.

The director acknowledges her responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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.

The financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

In accordance with Section 444 of the Companies Act 2006, the Income Statement has not been delivered.

The financial statements were approved by the director and authorised for issue on 30 October 2025 and were signed by:

A Reynolds - Director

Notes to the Financial Statements
for the Year Ended 28 February 2025

1. **STATUTORY INFORMATION**

Executive Assistants Limited is a private company, limited by shares, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. **ACCOUNTING POLICIES**

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentation currency is £ sterling.

Turnover

Turnover represents net invoiced sales of services, excluding value added tax.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 25% on reducing balance

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

3. **EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 1 (2024 - 1) .

Notes to the Financial Statements - continued
for the Year Ended 28 February 2025

4. TANGIBLE FIXED ASSETS	Plant and machinery etc £
COST	
At 1 March 2024 and 28 February 2025	<u>2,766</u>
DEPRECIATION	
At 1 March 2024	1,998
Charge for year	274
At 28 February 2025	<u>2,272</u>
NET BOOK VALUE	
At 28 February 2025	<u>494</u>
At 29 February 2024	<u>768</u>

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2025 £	2024 £
Trade debtors	3,711	3,168
Other debtors	13,587	24,608
	<u>17,298</u>	<u>27,776</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2025 £	2024 £
Trade creditors	2,265	2,274
Taxation and social security	18,008	25,247
Other creditors	1,900	1,800
	<u>22,173</u>	<u>29,321</u>

7. DIRECTOR'S ADVANCES, CREDITS AND GUARANTEES

The following advances and credits to a director subsisted during the years ended 28 February 2025 and 29 February 2024:

	2025 £	2024 £
A Reynolds		
Balance outstanding at start of year	18,399	6,207
Amounts advanced	10,159	18,399
Amounts repaid	(18,399)	(6,207)
Amounts written off	-	-
Amounts waived	-	-
Balance outstanding at end of year	<u>10,159</u>	<u>18,399</u>

The loan to the director attracts interest of 2.25% per annum. The loan is repayable on demand.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.