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# Annual Return

Please complete in typescript, or in bold black capitals.

CHFP000

**Company number** 4139854

**Company name in full** 24 PALMEIRA SQUARE LIMITED

### Date of this return

The information in this return is made up to

Day	Month	Year
<u>1</u>	<u>1</u> / <u>0</u>	<u>1</u> / <u>2</u> / <u>0</u> <u>0</u> <u>9</u>

### Date of next return

If you wish to make your next return to a date earlier than the anniversary of this return please show that date here. Companies House will then send a form at the appropriate time.

Day	Month	Year
<u> </u>	<u> </u> / <u> </u>	<u> </u> / <u> </u> / <u> </u>

### Registered Office

Show here the address at the date of this return

24 Palmeira Square

Any change of registered office must be notified on form 287

**Post town** Hove

**County/Region** East Sussex

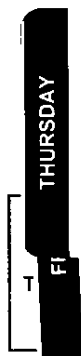
**UK Postcode** B N 3   2 J N

### Principal business activities

Show trade classification code number(s) for the principal activity or activities

7487

Other business activities, to own freehold of 24 Palmeira Square, Hove.



\*A4X01744\* 348  
A33 05/02/2009  
COMPANIES HOUSE

\*AG5SUBRC\* 192  
A38 23/01/2009  
COMPANIES HOUSE

When you have completed and signed the form please send it to the Registrar of Companies at:  
Companies House, Crown Way, Cardiff, CF14 3UZ  
or companies registered in England or Wales  
Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB  
For companies registered in Scotland

DX 33050 Cardiff  
DX ED235 Edinburgh 1  
or LP-4 Edinburgh 2

**Register of members**

If the register of members is not kept at the registered office, state here where it is kept

At Registered Office

Post town

County/Region

UK Postcode

**Register of Debenture holders**

If there is a register of debenture holders, or a duplicate of any such register or part of it, which is not kept at the registered office, state here where it is kept

N/A

Post town

County/Region

UK Postcode

**Company type**

Public limited company

Private company limited by shares

Private company limited by guarantee without share capital

Private company limited by shares exempt under section 30

Private company limited by guarantee exempt under section 30

Private unlimited company with share capital

Private unlimited company without share capital

Please tick the appropriate box

**Company Secretary**

Details of a new company secretary must be notified on form 288a

\* Voluntary details (Please photocopy this area to provide details of joint secretaries).

Name

\*Style/Title

Mrs

Forename(s)

Susan Mary

Surname

Hunter

Address ††

Flat 1

24 Palmeira Square

Post town

Hove

County/Region

East Sussex

UK Postcode

B N 3 2 J N

Country

England

†† Tick the box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

If a partnership, give the names and addresses of the partners or the name of the partnership and office address

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**Directors**

Please list the directors in alphabetical order

\* Voluntary details

In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name

**Details of new directors must be notified on form 288a**

Name \*Style/Title

Mr

Day Month Year

Date of birth 3 0 / 0 6 / 1 9 6 1

Forename(s) Nicholas Keith Thomas

Surname Bowman

Address ††

4-5

24 Palmeira Square

Post town Hove

County/Region East Sussex

UK Postcode B N 3 2 J N

Country England

Nationality British

Business occupation PR Consultant

†† Tick the box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

**Directors**

Please list the directors in alphabetical order

\* Voluntary details

In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name

**Details of new directors must be notified on form 288a**

Name \*Style/Title

Mrs

Day Month Year

Date of birth 0 1 / 0 5 / 1 9 4 0

Forename(s) Susan Mary

Surname Hunter

Address ††

Flat 1

24 Palmeira Square

Post town Hove

County/Region East Sussex

UK Postcode B N 3 2 J N

Country England

Nationality British

Business occupation Sales Trainer - Self-employed

†† Tick the box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for the company's financial health and for providing reliable information to stakeholders.

2. The second part of the document outlines the specific procedures for recording transactions. It details the steps from identifying a transaction to entering it into the accounting system, ensuring that all necessary details are captured.

3. The third part of the document addresses the role of the accounting department in monitoring and controlling the company's resources. It discusses how accurate records enable the company to identify areas of inefficiency and to take corrective action.

4. The fourth part of the document discusses the importance of internal controls in preventing fraud and errors. It highlights the need for a strong internal control system that includes segregation of duties and regular audits.

5. The fifth part of the document discusses the role of the accounting department in providing financial information to management. It emphasizes that this information is essential for making informed decisions about the company's future.

6. The sixth part of the document discusses the role of the accounting department in providing financial information to external stakeholders. It emphasizes that this information is essential for building trust and confidence in the company.

7. The seventh part of the document discusses the role of the accounting department in providing financial information to the government. It emphasizes that this information is essential for ensuring compliance with tax laws and other regulations.

8. The eighth part of the document discusses the role of the accounting department in providing financial information to the public. It emphasizes that this information is essential for providing transparency and accountability to the community.

9. The ninth part of the document discusses the role of the accounting department in providing financial information to the media. It emphasizes that this information is essential for providing accurate and timely news to the public.

10. The tenth part of the document discusses the role of the accounting department in providing financial information to the industry. It emphasizes that this information is essential for providing a clear picture of the company's performance and for identifying trends in the industry.

**Issue share capital**  
Enter details of all the shares in issue at the date of this return

**Class** (e.g. Ordinary/Preference)

**Number of shares issued**

**Aggregate Nominal Value**  
(i.e. Number of shares issued multiplied by nominal value per share, or total amount of stock)

Ordinary	6	£6.
<b>Totals</b>	6	£6.

**Traded public companies**  
A traded public company means a company any of whose shares are shares admitted to trading on a regulated market

Please tick this box if your company was a traded public company at any time during the period of this return

**List of past and present shareholders**

(use attached schedule where appropriate)

Private or non-traded public companies are required to provide a "full list" if one was not included with either of the last two returns.

Traded public companies are required to provide a list of shareholders who held at least 5% of the issued shares of any share class if a list was not provided with either of the last two returns.

Please tick the appropriate box below:

On paper      In another format

A full list of shareholders for a private or non-traded public company is enclosed. **Please complete Schedule A.**



A list of shareholders holding at least 5% of the issued shares of any share class for a traded public company is enclosed. **Please complete Schedule B.**



A list containing shareholder changes is enclosed



→ For private or non-traded public companies, please complete **Schedule A**

→ For traded public companies, please complete **Schedule B**

There were no shareholder changes in this period

**Certificate**

I certify that the information given in this return is true to the best of my knowledge and belief

Signed

S. M. Hunter

Date

21.01.09

\* Please delete as appropriate

When you have signed the return, send it with the fee to the Registrar of Companies. Make cheques payable to Companies House.

\*(director / secretary)

This return includes

continuation sheets

(enter number)

You do not have to give any contact information in the box opposite 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.

Mrs S. M. Hunter

01273 732570

DX number

DX exchange

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**Directors**

Please list the directors in alphabetical order

\* Voluntary details

In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name

Details of new directors must be notified on form 288a

Name \*Style/Title Mr

Date of birth 3 0 / 0 4 / 1 9 5 7

Forename(s) Julian Richard

Surname Kirkman-Page

Address  **††** Flat 2  
24 Palmeira Square

Post town Hove

County/Region East Sussex

UK Postcode B N 3   2 J N

Country England

Nationality British

Business occupation Director

**††** Tick the box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

**Directors**

Please list the directors in alphabetical order

\* Voluntary details

In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name

Details of new directors must be notified on form 288a

Name \*Style/Title Mr

Date of birth 0 6 / 0 1 / 1 9 3 9

Forename(s) Eric Elfed

Surname Lewis

Address  **††** 40 Honey Lane

Post town Cholsey

County/Region Oxfordshire

UK Postcode O X 1 0 9 N L

Country United Kingdom

Nationality British

Business occupation Retired

**††** Tick the box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.



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**Directors**

Please list the directors in alphabetical order

Details of new directors must be notified on form 288a

\* Voluntary details

In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name

	<b>Name</b>	<b>*Style/Title</b>	Dr			
			Day	Month	Year	
	<b>Date of birth</b>		0	6	/	0
			9	1	/	9
			6	8		
	<b>Forename(s)</b>	Pamela Alexandra				
	<b>Surname</b>	Todd				
	<b>Address ††</b>	24A				
<input type="checkbox"/>		24 Palmeira Square				
	<b>Post town</b>	Hove				
	<b>County/Region</b>	East Sussex				
	<b>UK Postcode</b>	B	N	3		2
		J	N			
	<b>Country</b>	England				
	<b>Nationality</b>	British				
	<b>Business occupation</b>	Product Manager Pharmaceutical				

†† Tick the box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

**Directors**

Please list the directors in alphabetical order

Details of new directors must be notified on form 288a

\* Voluntary details

In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name

	<b>Name</b>	<b>*Style/Title</b>	Miss			
			Day	Month	Year	
	<b>Date of birth</b>		2	1	/	0
			9	1	/	9
			6	7		
	<b>Forename(s)</b>	Lisa Maria				
	<b>Surname</b>	Watts				
	<b>Address ††</b>	Flat 2				
<input type="checkbox"/>		24 Palmeira Square				
	<b>Post town</b>	Hove				
	<b>County/Region</b>	East Sussex				
	<b>UK Postcode</b>	B	N	3		2
		J	N			
	<b>Country</b>	England				
	<b>Nationality</b>	British				
	<b>Business occupation</b>	Systems Analyst				

†† Tick the box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for transparency and accountability, particularly in financial matters. This section also touches upon the legal implications of failing to maintain such records, which can lead to severe consequences for individuals and organizations alike.

2. The second part of the document delves into the specific requirements for record-keeping, including the types of documents that must be retained and the duration for which they should be kept. It provides a detailed overview of the various categories of records, such as financial statements, contracts, and correspondence, and outlines the best practices for organizing and storing these documents to ensure they are easily accessible and secure.

3. The third part of the document addresses the challenges associated with record-keeping, particularly in the context of digital information. It discusses the risks of data loss, corruption, and unauthorized access, and offers strategies to mitigate these risks. This includes the use of secure storage solutions, regular backups, and access controls to protect sensitive information.

4. The fourth part of the document focuses on the role of record-keeping in legal proceedings. It explains how well-maintained records can serve as crucial evidence in court cases, helping to establish facts and support legal arguments. It also discusses the importance of preserving records in their original form or as certified copies to ensure their admissibility in court.

5. The fifth part of the document provides a summary of the key points discussed and offers final thoughts on the importance of record-keeping. It reiterates that maintaining accurate records is not just a legal obligation but also a best practice for any individual or organization seeking to operate with integrity and transparency. The document concludes by encouraging readers to take proactive steps to ensure their records are up-to-date and well-organized.

This must only be completed by private and public limited companies that have not traded on a regulated market

## Schedule A for private or non-traded public companies List of past and present shareholders

(Please use a continuation sheet if required)

Company number  
Company name in full

4139854  
24 PALMEIRA SQUARE LIMITED

- Changes to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year
- You must provide a "full list" of all company shareholders on:
  - The company's first annual return following incorporation
  - Every third annual return after a full list has been provided
- List the company shareholders in alphabetical order or provide an index
- List joint shareholders consecutively

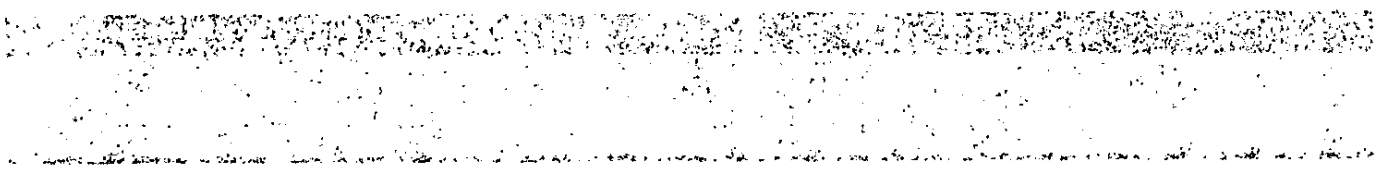
**Do not give shareholder address information**

Shareholder's name only	Class and number of shares or amount of stock held	Shares or amount of stock transferred <i>(if appropriate)</i>	
		Class and number of shares or amount of stock transferred	Date of registration of transfer
Name Nicholas Bowman -----	1 Ordinary Share		
Name Susan Hunter -----	1 Ordinary share		
Name Eric Lewis -----	1 Ordinary Share		14.01.08
Name Gillian Newton -----	1 Ordinary Share		
Name Pamela Todd -----	1 Ordinary Share		
Name Lisa Watts -----	1 Ordinary Share		
Name -----			
Name -----			
Name -----			

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes to ensure the validity of the findings.

3. The third part of the document provides a detailed overview of the data analysis techniques employed. It includes a discussion on statistical methods, data visualization, and the use of software tools to facilitate the analysis process.

4. The fourth part of the document presents the results of the analysis, including a summary of the key findings and trends. It also includes a discussion on the implications of these findings for the organization's strategy and operations.

5. The fifth part of the document discusses the limitations of the study and the potential for future research. It identifies areas where further data collection and analysis would be beneficial to the organization's understanding of its operations.

6. The sixth part of the document provides a conclusion and a list of recommendations. It summarizes the main points of the report and offers practical advice on how to implement the findings to improve the organization's performance.

7. The seventh part of the document includes a list of references and a list of appendices. The references provide a list of sources used in the research, and the appendices contain additional data and information that support the findings of the study.

8. The eighth part of the document is a list of figures and tables. These visual aids are used to present the data in a clear and concise manner, making it easier for the reader to understand the results of the analysis.

This must only be completed by companies that have traded on a regulated market and must show the details of shareholders who held at least 5% of the issued shares of any class of the company at any time during the period

**Schedule B**  
**for traded public companies**  
**List of past and present shareholders**

Company number \_\_\_\_\_

Company name in full \_\_\_\_\_

- Changes to shareholders particulars or details of the amount of stock or shares transferred must be completed each year
- You must provide a list of all company shareholders who held at least 5% of the issued shares of any class of the company on:
  - The company's first annual return following incorporation
  - Every third annual return after a full list has been provided
- List the company shareholders in alphabetical order or provide an index
- List joint shareholders consecutively

Shareholder's name and address	Class and number of shares or amount of stock held	Shares or amount of stock transferred (if appropriate)	
		Class and number of shares or amount of stock transferred	Date of registration of transfer
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L L			
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L L			
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L L			
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L L			



1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for a systematic approach to data collection and the importance of using reliable sources of information.

3. The third part of the document focuses on the analysis of the collected data. It discusses the various techniques used to identify trends, patterns, and anomalies in the data. It also emphasizes the need for a clear and concise presentation of the results of the analysis.

4. The fourth part of the document discusses the implications of the findings of the analysis. It highlights the need for a clear and concise presentation of the results of the analysis and the importance of using the findings to inform decision-making and improve the organization's performance.

5. The fifth part of the document discusses the challenges and limitations of the data analysis process. It highlights the need for a clear and concise presentation of the results of the analysis and the importance of using the findings to inform decision-making and improve the organization's performance.

6. The sixth part of the document discusses the future of data analysis. It highlights the need for a clear and concise presentation of the results of the analysis and the importance of using the findings to inform decision-making and improve the organization's performance.

7. The seventh part of the document discusses the importance of data analysis in the context of the organization's overall strategy. It highlights the need for a clear and concise presentation of the results of the analysis and the importance of using the findings to inform decision-making and improve the organization's performance.

8. The eighth part of the document discusses the role of data analysis in the organization's decision-making process. It highlights the need for a clear and concise presentation of the results of the analysis and the importance of using the findings to inform decision-making and improve the organization's performance.

9. The ninth part of the document discusses the importance of data analysis in the organization's overall performance. It highlights the need for a clear and concise presentation of the results of the analysis and the importance of using the findings to inform decision-making and improve the organization's performance.

10. The tenth part of the document discusses the importance of data analysis in the organization's overall success. It highlights the need for a clear and concise presentation of the results of the analysis and the importance of using the findings to inform decision-making and improve the organization's performance.

**Schedule B**  
**for traded public companies**  
**(continuation sheet)**  
**List of past and present shareholders**

Company number \_\_\_\_\_

Shareholder's name and address	Class and number of shares or amount of stock held	Shares or amount of stock transferred <i>(if appropriate)</i>	
		Class and number of shares or amount of stock transferred	Date of registration of transfer
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L			
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L			
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L			
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L			
Name ----- Address ----- ----- ----- UK Postcode L L L L L L L L			