# FINANCIAL STATEMENTS FOR 30 JUNE 2008

# **CARTER NICHOLLS LIMITED**

Chartered Accountants & Registered Auditors

Victoria House Stanbridge Park Staplefield Lane Staplefield West Sussex RH17 6AS



# **FINANCIAL STATEMENTS**

# YEAR ENDED 30 JUNE 2008

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# 64 ALBEMARLE ROAD MANAGEMENT COMPANY LIMITED MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

The board of directors Mr M S Dales

Mr T E Davis Ms N J Howard Miss K A Tabram

Company secretary HML Company Secretarial Services

Registered office Christopher Wren Yard 117 High Street

Croydon Surrey CR0 1QG

Auditor Carter Nicholls Limited

Chartered Accountants & Registered Auditors

Victoria House Stanbridge Park Staplefield Lane Staplefield West Sussex

RH17 6AS

# THE DIRECTORS' REPORT

# **YEAR ENDED 30 JUNE 2008**

The directors have pleasure in presenting their report and the financial statements of the company for the year ended 30 June 2008.

## PRINCIPAL ACTIVITIES

The principal activity of the company during the year was the management of the residential property at Reginald Court, 64 Albemarle Road, Beckenham, Kent. The company does not trade for profit.

### **DIVIDENDS**

Due to the nature of the company's activities, no dividends are payable by the company.

## MARKET VALUE OF MANAGED PROPERTY

The directors acknowledge that the freehold property clearly has a value but as no professional valuation has been made they consider it would be misleading to venture an opinion as to the market value at the balance sheet date.

# THE DIRECTORS AND THEIR INTERESTS IN THE SHARES OF THE COMPANY

The directors who served the company during the year together with their beneficial interests in the shares of the company were as follows:

|                 | Ordinary Shares of £25 each |             |
|-----------------|-----------------------------|-------------|
|                 | At                          | At          |
|                 | 30 June 2008                | 1 July 2007 |
| Mr M S Dales    | 1                           | 1           |
| Mr T E Davis    | 1                           | 1           |
| Ms N J Howard   | 1                           | 1           |
| Miss K A Tabram | 1                           | 1           |
|                 |                             | <b>***</b>  |

The directors had no beneficial interest in any significant contract with the company.

In accordance with the company's Articles of Association all of the Directors are to retire at the next Annual General Meeting but are eligible for re-election without nomination.

# **AUDITOR**

A resolution to re-appoint Carter Nicholls Limited as auditor for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

# THE DIRECTORS' REPORT (continued)

# **YEAR ENDED 30 JUNE 2008**

# **SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

Signed by order of the directors

HML COMPANY SECRETARIAL SERVICES

Company Secretary

Approved by the directors on 23 June 2009

# STATEMENT OF DIRECTORS' RESPONSIBILITIES

# **YEAR ENDED 30 JUNE 2008**

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to 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 these 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 that disclose with reasonable accuracy at any time the financial position of the company and 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.

In so far as the directors are aware:

- there is no relevant audit information of which the company's auditor is unaware; and
- the directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

# INDEPENDENT AUDITOR'S REPORT TO THE SHAREHOLDERS OF 64 ALBEMARLE ROAD MANAGEMENT COMPANY LIMITED

# YEAR ENDED 30 JUNE 2008

We have audited the financial statements of 64 Albemarle Road Management Company Limited for the year ended 30 June 2008 on pages 8 to 13, which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007) and on the basis of the accounting policies set out on page 11.

This report is made solely to the company's shareholders, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's shareholders those matters we are required to state to them in an auditor's 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 and the company's shareholders as a body, for our audit work, for this report, or for the opinions we have formed.

# RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR

The directors' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Directors' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and other transactions is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

# **BASIS OF AUDIT OPINION**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

# INDEPENDENT AUDITOR'S REPORT TO THE SHAREHOLDERS OF 64 ALBEMARLE ROAD MANAGEMENT COMPANY LIMITED (continued)

# **YEAR ENDED 30 JUNE 2008**

# **OPINION**

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the company's affairs as at 30 June 2008 and of its profit for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Directors' Report is consistent with the financial statements.

**CARTER NICHOLLS LIMITED** 

Victoria House Stanbridge Park Staplefield Lane Staplefield

West Sussex RH17 6AS

29-6-09.

Chartered Accountants & Registered Auditors

# **PROFIT AND LOSS ACCOUNT**

# YEAR ENDED 30 JUNE 2008

| TURNOVER  |         | Note              | 2008<br>£<br>19,866 |        | 2007<br>£<br>19,558 |
|---|---------|-------------------|---------------------|--------|---------------------|
| Administrative expenses   |         |                   | 17,937              |        | 17,945              |
| OPERATING PROFIT  |         | 2                 | 1,929               |        | 1,613               |
| Interest receivable   |         |                   | 168                 |        | 173                 |
| PROFIT ON ORDINARY ACTIVITATION  Tax on profit on ordinary activities | ΓIES BE | FORE              | <b>2,097</b>        |        | 1,786               |
| PROFIT FOR THE FINANCIAL Y  | EAR     |                   | <del>2,097</del>    |        | 1,786               |
| Original balance brought forward<br>Prior year adjustment             | 3       | 14,519<br>(4,535) |                     | 12,733 |                     |
| Restated balance brought forward                                      |         |                   | 9,984               |        | 12,733              |
| Balance carried forward   |         |                   | 12,081              |        | 14,519              |

The notes on page 7 form part of these financial statements.

# STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

# **YEAR ENDED 30 JUNE 2008**

| Descrit for the financial way   | 2008<br>£        | 2007<br>£ |
|---|------------------|-----------|
| Profit for the financial year attributable to the shareholders                            | 2,097            | 1,786     |
| Total recognised gains and losses relating to the year Prior year adjustment (see note 3) | 2,097<br>(4,535) | 1,786     |
| Total gains and losses recognised since the last annual report                            | (2,438)          | 1,786     |

The notes on page 8 form part of these financial statements.

# **BALANCE SHEET**

# **30 JUNE 2008**

|                                |          | 2008        |                                       | 2007   |        |
|--------------------------------|----------|-------------|---------------------------------------|--------|--------|
|                                | Note     | £           | £                                     | £      | £      |
| CURRENT ASSETS                 |          |             |                                       |        |        |
| Debtors                        | 4        | 7,806       |                                       | 6,370  |        |
| Cash at bank                   |          | 10,969      |                                       | 14,566 |        |
|                                |          | 18,775      |                                       | 20,936 |        |
| CREDITORS: Amounts falling du  | ie       |             |                                       |        |        |
| within one year                | 5        | 6,194       |                                       | 5,917  |        |
| NET CURRENT ASSETS             |          | ··········· | 12,581                                |        | 15,019 |
| TOTAL ASSETS LESS CURREN       | T LIABIL | ITIES       | 12,581                                |        | 15,019 |
| CAPITAL AND RESERVES           |          |             | · · · · · · · · · · · · · · · · · · · |        |        |
| Called-up equity share capital | 7        |             | 500                                   |        | 500    |
| Profit and loss account        |          |             | 12,081                                |        | 14,519 |
| SHAREHOLDERS' FUNDS            |          |             | 12,581                                |        | 15,019 |
|                                |          |             |                                       |        |        |

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

These financial statements were approved by the directors and authorised for issue on 23 June 2009, and are signed on their behalf by:

MR M S DALES

MS N J HOWARD

MR T E DAVIS

MISS K A TABRAM

The notes on page 9 form part of these financial statements.

# NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 30 JUNE 2008

### 1. ACCOUNTING POLICIES

# Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

### **Turnover**

Turnover represents service charges receivable from the residential lessees.

In respect of long-term contracts and contracts for on-going services, turnover represents the value of work done in the year, including estimates of amounts not invoiced. Turnover in respect of long-term contracts and contracts for on-going services is recognised by reference to the stage of completion.

# Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

### Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

# 2. OPERATING PROFIT

Operating profit is stated after charging:

|                | 2008 | 2007 |
|----------------|------|------|
|                | £    | £    |
| Auditor's fees | 823  | 922  |
|                |      |      |

### 3. PRIOR YEAR ADJUSTMENT

The tenants maintain a bank account to collect and disburse the ground rents on the property. This was previously included in the financial statements. This account has now been excluded from the financial statements.

### 4. DEBTORS

|                                | 2008          | 2007  |
|--------------------------------|---------------|-------|
|                                | £             | £     |
| Service charges in arrears     | 6,156         | 4,486 |
| Prepayments and accrued income | 1,650         | 1,884 |
|                                | <del></del>   |       |
|                                | <b>7,</b> 806 | 6,370 |
|                                |               |       |

# **NOTES TO THE FINANCIAL STATEMENTS**

# **YEAR ENDED 30 JUNE 2008**

# 5. CREDITORS: Amounts falling due within one year

|  | 2008<br>£ | 2007<br>£ |
|--|-----------|-----------|
| Tenants' service charges paid in advance | 4,717     | 4,626     |
| Other creditors:                         |           |           |
| Other creditors                          | 558       | 301       |
| Accruals and deferred income             | 919       | 990       |
|  | 6,194     | 5,917     |
|  |           |           |

# 6. RELATED PARTY TRANSACTIONS

The company is owned by the residential lessees, all of whom own one share each. No lessee, therefore, has control of the company.

No transactions with related parties were undertaken such as are required to be disclosed under Financial Reporting Standard 8.

# 7. SHARE CAPITAL

# Authorised share capital:

| 20 Ordinary shares of £25 each      |            | 2008<br>£<br>500 |            | 2007<br>£<br>500 |
|-------------------------------------|------------|------------------|------------|------------------|
| Allotted, called up and fully paid: |            |                  |            |                  |
|                                     | 2008<br>No | £                | 2007<br>No | £                |
| Ordinary shares of £25 each         | 20         | <u>500</u>       | 20         | 500              |