# **PCRA LIMITED**

## (LIMITED BY GUARANTEE)

### **COMPANY NUMBER 2115919**

## DIRECTORS' REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2002

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#### REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 MARCH 2002

The directors present their report with the accounts for the year ended 31 March 2002.

#### 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.

#### **ACTIVITIES**

The company's principal activity during the period continues as the management and administration of the flats at Pennington Court, The Highway, London E1 on behalf of the residents who are also members of the company.

#### **DIRECTORS**

The directors during the period were:-

A Horton

D Smart

R Taylor

M Vickers

## REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 MARCH 2002

#### **AUDITORS**

A resolution will be proposed at the Annual General Meeting to reappoint Carroll & Co, Chartered Accountants.

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

By order of the Board

Rendall & Rittner Limited

Secretary

29 August 2002

#### PCRA LIMITED

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF **PCRA LIMITED**

(Limited by Guarantee)

We have audited the financial statements of Company Limited on pages 4 to 7. These financial statements have been prepared under the historical cost convention and the accounting policies set out on page 6.

#### RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

The directors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Directors' Responsibilities on page 1.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

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 if, in our opinion, the Directors' Report is not consistent with the financial statements, if 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 transactions with the company 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 United Kingdom Auditing Standards 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 judgments 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.

#### **OPINION**

In our opinion, the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2002 and of its result for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.

52 Brighton Road Surbiton Surrey KT6 5PL

Chartered Accountants Registered Auditor

# PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2002

	Note	<u>2002</u>	<u>2001</u>
TURNOVER	1		
Service charges		33,500	33,500
Service costs		(32,826)	(28,983)
Major works		(13,305)	(15,956)
		(12,631)	(11,439)
Interest received		2,256	2,978
Surcharges		17	164
Compensation received for scaffolding		9,000	<del>-</del>
(LOSS) ON ORDINARY			
ACTIVITIES BEFORE TAXATION	2	(1,358)	(8,297)
Taxation	3	(225)	(298)
(LOSS) ON ORDINARY			/o =o=:
ACTIVITIES AFTER TAXATION		(1,583)	(8,595)
Retained profits brought forward		55,837	64,432
Retained profits carried forward		£54,254	£55,837
			<del></del>

The Notes on pages 6 to 7 form part of these Accounts.

### **BALANCE SHEET AS AT 31 MARCH 2002**

	Note	2002	<u>2001</u>
CURRENT ASSETS Debtors Cash with managing agents	4	6,932 55,910 62,842	5,655 64,890 70,545
CREDITORS: Amounts falling due within one year	5	(8,588)	(14,708)
NET CURRENT ASSETS		54,25	55,837
NET ASSETS		£54,25	£55,837
Financed by:-			
CAPITAL AND RESERVES Profit and Loss Account		£54,25	£55,837

The financial statements which have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 applicable to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000) were approved by the board on 29 August 2002 and signed on its behalf.

D.SMART - Director

The Notes on pages 6 to 7 form part of these Accounts.

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2002

#### 1 ACCOUNTING POLICIES

Basis of Accounting - the Accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000).

Turnover - represents contributions receivable towards the costs disbursed for the administration and maintenance of the property.

#### 2 PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION

Carte de efect el carriero	<u>2002</u>	<u>2001</u>
Stated after charging:		
Auditors' remuneration	£1,339	£1,281
Service costs are detailed on page 10.		- · · · · ·

#### 3 TAXATION

By virtue of mutual trading provisions, the company is liable to pay Corporation Tax on interest received gross.

		<u>2002</u>	<u>2001</u>
	At 10% (2001 - 10%)	£225	£298
4	DEBTORS	<u>2002</u>	<u>2001</u>
	Service charge arrears Prepayments Other debtors	3,298 2,422 1,212	1,525 2,929 1,201
	other desitors	£6,932	£5,655

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2002

### 5 CREDITORS: due within one year

·	<u>2002</u>	<u>2001</u>
Service charges received in advance	-	3,520
Creditors	7,477	10,061
Corporation tax	38	54
Other creditors	1,073	1,073
	£8,588	£14,708
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#### **6 CONTINGENT LIABILITY**

The company is defending a claim from a contractor in a sum of approximately £37,000. The directors have received advice that there is an arguable case against the claim. Substantial expert evidence supports this but in the event that the company is unsuccessful in the case, legal costs of the contractor could be awarded against the company which may amount to approximately £17,000. No provision has been made in the accounts for these amounts.