Registered Number: 02327882

In England and Wales

# TEMPLE MEAD MANAGEMENT COMPANY LIMITED

# STATUTORY ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2006

A COMPANY LIMITED BY GUARANTEE



## A COMPANY LIMITED BY GUARANTEE

## **COMPANY INFORMATION**

DIRECTORS:

E.B. Nugara Esq. M.B. Smallpage Esq.

COMPANY SECRETARY:

Hertford Company Secretaries Limited

REGISTERED OFFICE:

Belcon House Essex Road Hoddesdon Hertfordshire EN11 0DR

REGISTERED NUMBER:

02327882 (England and Wales)

AUDITORS:

Thomas David

Chartered Accountants and Registered Auditors

6-7 Castle Gate Castle Street Hertford Hertfordshire SG14 1HD

#### A COMPANY LIMITED BY GUARANTEE

#### REPORT OF THE DIRECTORS

The Directors present their report with the financial statements of the company for the year ended 31st MARCH 2006

#### PRINCIPAL ACTIVITY

The principal activity of the company in the year under review consisted of the management and administration, on a non profit making basis, of the communal areas relating to the development on behalf of the property owners, lessees or tenants.

## **DIRECTORS**

The Directors in office in the year were as follows:

E.B. Nugara Esq. M.B. Smallpage Esq.

The company is limited by Guarantee and has no share Capital. The liability of each Member is limited to £1

#### **DIRECTORS RESPONSIBILITIES**

The Directors are responsible for preparing the report and accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company Law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the surplus or deficit 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 judgments 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.

#### A COMPANY LIMITED BY GUARANTEE

## REPORT OF THE DIRECTORS

#### (CONTINUED)

## DISCLOSURE OF INFORMATION TO AUDITORS

So far as each Director at the date of approval of this report is aware:

- there is no relevant audit information of which the company's auditors are 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 auditors are aware of that
  information.

## SMALL COMPANY SPECIAL PROVISIONS

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

Signed on Behalf of The Board of Directors

Company Secretary/Director

Approved by the Board on O(12/v6.

## REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF TEMPLE MEAD MANAGEMENT COMPANY LIMITED A COMPANY LIMITED BY GUARANTEE

We have audited the financial statements of TEMPLE MEAD MANAGEMENT COMPANY LIMITED for the year ended 31st MARCH 2006 on pages five to nine which comprise of the Income & Expenditure Account, the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standards for Smaller Entities.

This report is made solely to the company's members, 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 members 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

#### Respective responsibilities of directors and auditors

As described on page two, the company's Directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 Company's Act 1985. We also report to you if, in our opinion, the Report of the Directors 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 Report of the Directors and consider the implications for our report if we become aware of any apparent misstatements within it.

#### Basis of 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 misstatements, 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, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the company's affairs as at 31st MARCH 2006 and of its deficit 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 accounts.

Thomas David

Chartered Accountants and Registered Auditors

6-7 Castle Gate

Castle Street

Hertford

Hertfordshire

SG14 1HD

Dated: 20-12:17

## A COMPANY LIMITED BY GUARANTEE

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2006

	Notes	<u>2006</u>	<u>2005</u>
		£	£
TURNOVER		49,964	48,025
Administrative Expenses	1	(59,165)	_(49,550)
OPERATING SURPLUS / (DEFICIT)		(9,201)	(1,525)
Interest Payable and Bank Charges		-	(232)
Interest Receivable		404	319
SURPLUS/(DEFICIT) ON ORDINARY			
ACTIVITIES before Taxation	8	(8,797)	(1,438)
TAXATION			
Corporation Tax			
		(8,797)	(1,438)
RESERVES / (DEFICIT) brought forward		19,119	20,557
RESERVES / (DEFICIT) carried forward		£10,322	£19,119

The notes form a part of these financial statements.

## A COMPANY LIMITED BY GUARANTEE

## **BALANCE SHEET AT 31st MARCH 2006**

	Notes	<u>20</u>	<u>06</u>	200	<u>)5</u>
CURRENT ASSETS		£	£	£	£
Debtors Prepayments Bank & Cash	2	_	25,097 3,349 24,364	_	28,890 3,710 35,930
Deduct: CREDITORS  amounts falling due within one year		20.626	52,810	20.755	68,530
Creditors Creditors Control account Accrued Expenses	4 5 6	39,626 1,512 1,350	42,488	36,755 5,046 	43,161
TOTAL NET ASSETS / (LIABILITIES)		=	£10,322		£25,369
Represented by:-					
		No	£	No	£
RESERVE FUNDS FOR MAJOR WORKS	7		-		6,250
INCOME & EXPENDITURE ACCOUNT			10,322		19,119
		=	£10,322	- -	£25,369

These financial statements have been prepared inaccordance with the special provisions relating to small companies within Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities.

The notes form a part of these financial statements.

## A COMPANY LIMITED BY GUARANTEE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2006

## 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 2005).

#### <u>Turnover</u>

Turnover represents Maintenance Charges Receivable in respect of communal expenditure in the ordinary course of business. Value Added Tax is not charged thereon.

2.	DEBTORS:	(Amounts falling due to the Company	<u>2006</u>	<u>2005</u>
		within one year)	£	£
		Maintenance Charges in Arrears Sundry Debtors	23,833 1,264	27,626 1,264
			£25,097	£28,890
3.	PREPAID EX		<u>2006</u>	<u>2005</u>
		(Amounts that have been paid for but are in respect of the next Accounting Period)	£	£
		Insurance Premiums Home Service Scheme	1,306	1,445 106
		Managing Agents Fees Door Entry	- 2,043	2,159
			£3,349	£3,710
4.	CREDITORS	<ul><li>(Amounts falling due by the Company within one year)</li></ul>	<u>2006</u>	<u>2005</u>
		• '	£	£ 26.755
		Maintenance Charges in Advance	39,626	36,755
			£39,626	£36,755

## A COMPANY LIMITED BY GUARANTEE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2006

5.	CREDITORS CONTROL	<u>2006</u>	<u>2005</u>
	(Amounts owed by the Company for expenses incurred during the Current Accounting	£	£
	Period but not yet paid)		
	Audit & Accountancy	476	476
	Electricity	-	295
	Water Rates	-	11
	General Maintenance	876	1,815
	Sundry Expenses Pest Control	- 160	13
	Insurance Premiums	100	2,436
	insulance i remiums	-	2,430
		£1,512	£5,046
6.	ACCRUED EXPENSES:  (Amounts owed by the Company for expenses	<u>2006</u>	<u>2005</u>
	incurred during the Current Accounting Period but not yet received)	£	£
	Audit & Accountancy	849	673
	Electricity	-	31
	Water Rates	24	-
	General Maintenance	873	873
	Legal & Debt Collection	(93)	(93)
	Deferred Payments	(303)	(124)
		£1,350	£1,360
	•	<del></del>	

## A COMPANY LIMITED BY GUARANTEE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2006

7.	RESERVE FUND FOR MAJOR WORKS	2006	<u>2005</u>
	Reserve Fund brought forward Transfer to funds during the year Funds (utilised) during the year	6,250 - (6,250)	6,250 -
		£Nil	£6,250
_		2000	2005
8.	SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES	<u>2006</u>	<u>2005</u>
	The Surplus/ (Deficit)on ordinary activities before taxation is stated after (charging) crediting the following:-	£	£
	Auditors Remuneration	217	197
	Bank Charges and Interest Paid	-	232
	Interest Received	(404)	(319)

# A COMPANY LIMITED BY GUARANTEE

# INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2006

		<u>2006</u>		<u>20</u>	<u>2005</u>	
		£	£	£	£	
INCOME						
	Maintenance Charges Receivable		49,964		48,025	
		_	49,964	_	48,025	
	Bank Interest Received Gross	404		319		
	Corporation tax		404	<u></u>	319	
		_		_		
TOTAL IN	COME		50,368		48,344	
Deduct: E	XPENDITURE					
	Audit and Accountancy Fees	848		673		
	Bank Charges and Interest	-		232		
	Cleaning, Garden Maintenance & Repairs	14,272		18,106		
	Communal Electricity Rates	750		660		
	Communal Water Rates	125		224		
	Company Secretarial Fees	224		235		
	Health & Saftey Inspection Fees	-		586		
	Insurance Premiums	9,871		10,818		
	Pest Control	560		360		
	Managing Agent Fees	8,806		8,465		
	Redecorations	21,656		-		
	Refuse Bins	559		399		
	Security/Aerial Systems	1,361		2,391		
	Sundry Expenses	133		383		
	Reserve Funds for Major Works			6,250		
		-	59,165	_	49,782	
EXCESS (	OF INCOME / (EXPENDITURE) FOR YEAR		(8,797)		(1,438)	
		=	<del></del>	=	<del></del>	

# BALANCE OF MAINTENANCE CHARGES SUMMARY FOR THE YEAR ENDED 31st MARCH 2006

	2006	<u>2005</u>
Maintenance Charges in Arrear	£23,833	£27,626
Maintenance Charges in Advance	£39,626	£36,755

## **ACCOUNTANTS REPORT UNDER THE LANDLORD AND TENANT ACT 1985**

#### (AS AMENDED BY LANDLORD AND TENANT ACT 1987)

#### TEMPLE MEAD MANAGEMENT COMPANY LIMITED

#### A COMPANY LIMITED BY GUARANTEE

We have examined the schedules on Appendix A and B as required by the Landlord & Tenant Act 1985 as amended by the Landlord & Tenant Act 1987.

#### Respective responsibilities of landlord and auditors

The Landlord is responsible for preparing schedules of relevant costs in relation to service charges if requested to do so by a tenant or secretary of a recognised tenant's association. It is our responsibility to form an opinion whether these schedules are a fair summary complying with the requirements of Section 21(5) of the Landlord & Tenant Act 1985 (as amended by the Landlord & Tenant Act 1987) and are sufficiently supported by accounts, receipts and other documents produced to us.

#### Opinion

In our opinion, these schedules are a fair summary complying with the requirements of Section 21(5) of the Landlord & Tenant Act 1985 (as amended by the Landlord & Tenant Act 1987) and are sufficiently supported by accounts, receipts and other documents produced to us.

Thomas David
Chartered Accountants and Registered Auditors
6-7 Castle Gate
Castle Street

Hertford Hertfordshire SG14 1HD

This page does not form part of the statutory financial statements.

Dated:

20.12.06