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# **SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED**

## **COMPANY INFORMATION**

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**Directors**

L Cregan  
C Cailes  
M Prior

**Secretary**

D Morgan

**Company number**

2367050

**Registered office**

County House  
221-241 Beckenham Road  
Beckenham  
Kent  
BR3 4UF

**Auditors**

Crane & Partners  
Sussex House  
8-10 Homesdale Rd  
Bromley  
Kent  
BR2 9LZ

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# **SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED**

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# SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED

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

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The directors present their report and financial statements for the year ended 31 March 2002.

### Principal activities

The principal activity of the company continued to be that of the management of 15 flats situated at 37 The Avenue, Beckenham, Kent.

### Directors

The following directors have held office since 1 April 2001:

L Cregan  
C Cailles  
M Prior

### Directors' interests

The directors' interests in the shares of the company were as stated below:

	Ordinary shares of £ 25 each	
	31 March 2002	1 April 2001
L Cregan	1	1
C Cailles	1	1
M Prior	1	1

### Auditors

A resolution to reappoint Crane and Partners as the company's auditors will be proposed at the Annual General Meeting.

### Directors' responsibilities

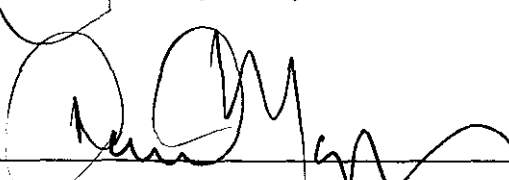
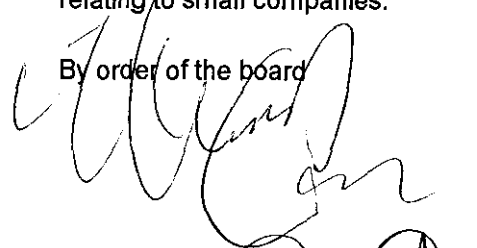
Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- 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.

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



# SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED

## AUDITORS' REPORT TO THE SHAREHOLDERS OF SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED

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We have audited the financial statements of Sandringham Court (Beckenham) Management Company Limited on pages 3 to 6 for the year ended 31 March 2002. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

### Respective responsibilities of directors and auditors

As described in the statement of directors' responsibilities on page 1 the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

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 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 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.

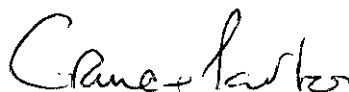
We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity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

### 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 profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Crane & Partners

Chartered Accountants  
Registered Auditor



Sussex House  
8-10 Homesdale Rd  
Bromley  
Kent  
BR2 9LZ

20 December 2002

# SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2002

	Notes	2002 £	2001 £
<b>Income</b>			
Service charges		10,500	10,500
Insurance claim received		325	-
<b>Expenditure</b>			
Insurance	1,650	1,205	
Electricity	561	640	
Cleaning and gardening	3,542	2,998	
Repairs and renewals	230	5,836	
Refuse removal	90	86	
Lift maintenance	925	918	
Management fees	1,851	1,829	
Audit and accountancy fees	486	481	
Bank charges	8	-	
Sundry expenses	75	147	
		<u>(9,418)</u>	<u>(14,140)</u>
<b>Operating surplus/(deficit)</b>		<b>1,407</b>	<b>(3,640)</b>
Interest receivable		21	34
<b>Surplus/(deficit) before taxation</b>		<b>1,428</b>	<b>(3,606)</b>
Corporation tax	3	-	-
<b>Surplus/(deficit) after taxation</b>	<b>7</b>	<b>1,428</b>	<b>(3,606)</b>
<b>Retained deficit brought forward</b>		<b>2,437</b>	<b>6,042</b>
<b>Retained deficit carried forward</b>	<b>7</b>	<b>3,865</b>	<b>2,436</b>

All activities relate to continuing operations.

The retained surplus for the year was the only recognised gain or loss in the year.

# SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED

## BALANCE SHEET AS AT 31 MARCH 2002

	Notes	2002 £	£	2001 £	£
<b>Current assets</b>					
Debtors	4	2,563		1,900	
Cash at bank and in hand		2,478		1,673	
		<u>5,041</u>		<u>3,573</u>	
<b>Creditors: amounts falling due within one year</b>	5	<u>(801)</u>		<u>(762)</u>	
<b>Total assets less current liabilities</b>			<u>4,240</u>		<u>2,811</u>
<b>Capital and reserves</b>					
Called up share capital	6		375		375
Profit and loss account	7		3,865		2,436
<b>Shareholders' funds - equity interests</b>	8		<u>4,240</u>		<u>2,811</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved by the Board on

14 November 2002

Director

# SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2002

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

#### 1.2 Turnover

Turnover represents service charges collectable.

Operating profit/(loss)	2002 £	2001 £
Operating profit/(loss) is stated after charging:		
Auditors' remuneration	486	481

### 3 Taxation

The Inland Revenue has agreed that in view of the small amount of interest received no tax will be charged.

4 Debtors	2002 £	2001 £
Other debtors	2,563	1,900

5 Creditors: amounts falling due within one year	2002 £	2001 £
Other creditors	801	762

6 Share capital	2002 £	2001 £
Authorised		
- Ordinary shares of £ 25 each	-	375
Allotted, called up and fully paid		
15 Ordinary shares of £ 25 each	375	375

# SANDRINGHAM COURT (BECKENHAM) MANAGEMENT COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2002

### 7 Statement of movements on profit and loss account

	Profit and loss account £
Balance at 1 April 2001	2,437
Retained profit for the year	1,428
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Balance at 31 March 2002	3,865
	<hr/>

### 8 Reconciliation of movements in shareholders' funds

	2002 £	2001 £
Profit/(Loss) for the financial year	1,428	(3,606)
Opening shareholders' funds	2,811	6,417
	<hr/>	<hr/>
Closing shareholders' funds	4,240	2,811
	<hr/>	<hr/>

### 9 Related party transactions

The directors of the company are all residents of properties in the block which the company manages. As such they pay service charges on the same terms and conditions as all other residents. The amount of each directors service charge is not considered material.