

REGISTERED NUMBER:

2494199

England and Wales

REGISTRAR
OF COMPANIES

BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED

(LIMITED BY GUARANTEE)

ANNUAL REPORT AND ACCOUNTS

YEAR ENDED 30TH JUNE 2002



BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED

DIRECTORS

- G.P. O'Farrell
- A.M. Butwell
- A.J. Rogers
- A.J. Cornwell

SECRETARY

- R. J. B. Anderton

REGISTERED OFFICE

- 1st Floor
- Christopher Wren Yard
- 117 High Street
- Croydon
- Surrey, CR0 1QG

REGISTERED NUMBER

- 2494199 England and Wales

AUDITORS

- Simpson Wreford & Partners,
Chartered Accountants,
Suffolk House,
George Street,
Croydon CRO OYN.
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BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED

ANNUAL REPORT AND ACCOUNTS - 30TH JUNE 2002

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	3	Report of the auditors
		Accounts comprising:
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	5	Balance sheet
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BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED
REPORT OF THE DIRECTORS

The directors present their report and financial statements of the company for the year ended 30th June 2002. The company is limited by guarantee and does not have a share capital.

ACTIVITY

The principal activity of the company throughout was to manage the communal areas of 1-38 Friary Court, Goldsworth Park, Woking, Surrey. It does not trade with a view to profit.

RESULTS AND DIVIDENDS

The surplus for the year ended 30th June 2002 before taxation was £6,330 compared to a surplus of £5,118 for the previous year.

Since the company does not trade, no dividends are payable and all surpluses and deficits are carried forward to future years.

DIRECTORS AND THEIR INTERESTS

G.P. O'Farrell
A.M. Butwell
A.J. Rogers
A.J. Cornwell

Each director has a liability to contribute a sum not exceeding £1 to the company should it be wound up while he is a member or within one year after.

DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company as at the end of the financial year and of the surplus or deficit of the company for that period. In preparing these accounts 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 accounts 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 enable them to ensure that the accounts 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.

BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED**REPORT OF THE DIRECTORS****AUDITORS**

Messrs. Simpson Wreford & Partners will be proposed for reappointment in accordance with Section 385 of the Companies Act 1985.

This report 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



Director

Approved by the board:

08/2/

2003

AUDITORS' REPORT TO THE SHAREHOLDERS OF

BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED

We have audited the financial statements of Brookwood Mews Management Company Limited for the year ended 30th June 2002 on pages 4 to 7. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000), under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of directors and auditors

As described on page 2, the company's directors are responsible for the preparation of 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 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 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 31st March 2002 and of its surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Simpson Wreford & Partners

Simpson Wreford & Partners

Chartered Accountants and Registered Auditors

Suffolk House

George Street

Croydon CRO OYN.

Dated - 14 / 2 / 2003

BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30TH JUNE 2002

	Notes	2002 £	2001 £
INCOME - Service charges		15,626	15,933
- Bank interest	1	<u>130</u>	<u>30</u>
		15,756	15,963
 Expenditure		 <u>(9,426)</u>	 <u>(10,845)</u>
 SURPLUS FOR THE YEAR BEFORE TAXATION	2	 6,330	 5,118
 Taxation	3	 <u>(44)</u>	 <u>-</u>
 SURPLUS FOR THE YEAR AFTER TAXATION		 6,286	 5,118
 Transfer to redecoration reserve	6	 <u>(6,000)</u>	 <u>(5,100)</u>
 RETAINED SURPLUS FOR THE YEAR AFTER TAXATION		 286	 18
 Retained surplus brought forward		 <u>10</u>	 <u>(8)</u>
 Retained surplus carried forward		 <u><u>296</u></u>	 <u><u>10</u></u>

BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED

(LIMITED BY GUARANTEE)


BALANCE SHEET

AS AT 30TH JUNE 2002

	Notes	2002 £	2001 £
CURRENT ASSETS			
Debtors	4	2,257	2,140
Cash at bank		<u>17,345</u>	<u>11,790</u>
		19,602	13,930
CREDITORS: Amounts falling due within one year			
	5	<u>1,467</u>	<u>2,081</u>
NET CURRENT ASSETS		<u>18,135</u>	<u>11,849</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>18,135</u>	<u>11,849</u>
CAPITAL AND RESERVES			
Income and expenditure account	6	296	10
Redecoration reserve	6	<u>17,839</u>	<u>11,839</u>
		<u>18,135</u>	<u>11,849</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 and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2000).

Signed on behalf of the
board of directors



Directors

Approved by the board:

8/02/

2003

BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED

NOTES TO THE ACCOUNTS - 30TH JUNE 2002

1. ACCOUNTING POLICIES

Company limited by guarantee

The company has no share capital and is limited by guarantee. Each member has a liability to contribute a sum not exceeding £1 to the company should it be wound up while they are a member or within one year after.

Basis of accounting

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective June 2002).

Bank interest

Bank interest is accounted for on a receivables basis.

2. INCOME AND EXPENDITURE

The surplus for the year (2001 - surplus) is after charging audit fees of £447 (2001 - £423).

The directors receive no remuneration for their services.

3. TAXATION

Taxation charge for year at 34%

2002	2001
£	£

44	-
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4. DEBTORS

Service charges due

1,522	1,935
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Other debtors

735	205
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2,257	2,140
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5. CREDITORS: Amounts falling due within one year

Service charges prepaid

9	433
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Taxation provision

44	-
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Accruals

1,414	1,648
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1,467	2,081
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BROOKWOOD MEWS MANAGEMENT COMPANY LIMITED

NOTES TO THE ACCOUNTS - 30TH JUNE 2002

6. RESERVES

	Flats	Income and Expenditure General	Redecoration	Total
	£	£	£	£
Balance at 1st July 2001	51	(41)	11,839	11,849
Surplus for the year	99	6,187	-	6,286
Transfers	-	(6,000)	6,000	-
	<u>150</u>	<u>146</u>	<u>17,839</u>	<u>18,135</u>
Balance at 30th June 2002	<u>150</u>	<u>146</u>	<u>17,839</u>	<u>18,135</u>

7. CAPITAL COMMITMENTS

There were no capital commitments contracted for at 30th June 2002 (2001 - Nil).

8. CONTINGENT LIABILITIES

There were no contingent liabilities at 30th June 2002 (2001 - Nil).

9. COMPANIES ACT 1985

In certain instances these accounts do not use the terminology laid down by the Companies Act 1985. However, such departures give a better understanding of the results and fulfil the requirement to show a true and fair view.