

### Keats Lodge (South) Management Co. Limited

**Report and Accounts** 

31 December 2001

A Company Limited By Guarantee

**Thomas David** 

**Chartered Accountants** 

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## Keats Lodge (South) Management Co. Limited Company Information

#### **Directors**

G Collett N D Watts A Porter

#### Secretary

9600 Secretaries Limited

#### **Auditors**

Thomas David Mercer House 10 Watermark Way Hertford Hertfordshire SG13 7TZ

#### Registered office

Unit 4 Chapman's Yard Mill End Standon Nr Ware Hertfordshire SG11 1LR

#### Registered number

3358797

## Keats Lodge (South) Management Co. Limited Directors' Report

The directors present their report and accounts for the year ended 31 December 2001.

#### Principal activities

The company's principal activity during the year continued to be 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 during the year were as follows:

G Collett R Prince (resigned14/01/02) N D Watts (appointed 6/02/02) A Porter (appointed 6/02/02)

The company is limited by guarantee and has no share capital.

#### **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 and of the profit or loss for that period. In preparing those accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- 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 maintaining 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 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.

#### **Auditors**

A resolution to reappoint Thomas David as auditors will be put to the member at the Annual General Meeting.

#### Small company special provisions

The 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.

This report was approved by the board on 30 July 2002.

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Director

#### Keats Lodge (South) Management Co. Limited

### Independent auditors' report to the shareholder of Keats Lodge (South) Management Co. Limited

We have audited the accounts of Keats Lodge (South) Management Co. Limited for the year ended 31 December 2001 which comprise pages 5 to 7. These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), 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 the company's directors are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards.

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

We report to you our opinion as to whether the accounts 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 accounts, 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 accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts, 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 accounts 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 accounts.

We understand that the management company will continue to review levels of service charge income and expenditure to restore the current deficit and hence consider that the company will be a going concern for the next twelve months.

### Keats Lodge (South) Management Co. Limited

#### **Opinion**

In our opinion the accounts give a true and fair view of the state of the company's affairs as at 31 December 2001 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Thomas David Registered auditors

Mercer House 10 Watermark Way Hertford Hertfordshire SG13 7TZ

5 August 2002

# Keats Lodge (South) Management Co. Limited Profit and Loss Account for the year ended 31 December 2001

	Notes	2001 £	2000 £
Income		22,941	19,004
General expenses		(16,551)	(25,454)
Operating profit/(loss)	2	6,390	(6,450)
Exceptional items: Prior year adjustment		-	(9,898)
		6,390	(16,348)
Interest receivable		46	27
Profit/(loss) on ordinary activities before taxation		6,436	(16,321)
Tax on profit/(loss) on ordinary activities	3	-	14
Profit/(loss) for the financial year		6,436	(16,307)
Retained profit/(loss) for the financial year	6	6,436	(16,307)

## Keats Lodge (South) Management Co. Limited Balance Sheet as at 31 December 2001

	Notes		2001 £		2000 £	
Current assets			_			
Debtors	4	2,605		2,170		
Cash at bank and in hand		4,901		1,109		
	_	7,506	•	3,279		
Creditors: amounts falling due						
within one year	5	(11,576)		(13,785)		
Net current liabilities	_	<u> </u>	(4,070)		(10,506)	
Net liabilities		•	(4,070)	- -	(10,506)	
Represented by: Profit and loss account	6		(4,070)		(10,506)	
Participators' Funds		-	(4,070)	- -	(10,506)	

The accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985.

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Director

Approved by the board on 30 July 2002

#### Keats Lodge (South) Management Co. Limited Notes to the Accounts for the year ended 31 December 2001

#### 1 Accounting policies

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

#### Turnover

Turnover represents the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts.

2	Operating profit	2001 £	2000 £
	This is stated after charging:	~	-
	Auditors' remuneration	611	<u>546</u>
3	Taxation	2001 £	2000 £
	UK corporation tax	<u> </u>	(14)
4	Debtors	2001 £	2000 £
	Service charges in arrears Other debtors	1,969 636	1,430 740
		2,605	2,170
5	Creditors: amounts falling due within one year	2001 £	2000 £
	Sevice charges in advance	2,863	58
	Other creditors	8,713	13,727
		11,576	13,785
6	Profit and loss account	2001	2000
		£	£
	At 1 January Retained profit/(loss)	(10,506) 6,436	5,801 (16,307)
	At 31 December	(4,070)	(10,506)