ANNUAL FINANCIAL STATEMENTS

30th SEPTEMBER 2011



Scribe Property Management Harts Cottage Stonehurst Lane Five Ashes Mayfield TN20 6LL

Annual Financial Statements

30th September 2011

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30th September 2011

Directors:

Mrs J E F Reeves Miss J R Liley Mrs P Feast Miss D E Reay Mrs I Evershed

Secretary:

Kevin R Jones

Company Reg. No:

3827384

Date of Incorporation:

18th August 1999

Registered Office:

Harts Cottage Stonehurst Lane Five Ashes Mayfield

East Sussex TN20 6LL

Bankers:

HSBC .

& Alliance & Leicester

Beacon Road Crowborough

East Sussex

High Street Crowborough East Sussex

Insurers:

Aviva (Residentsline) Policy no CZ 23070242

REPORT OF THE DIRECTORS

30th September 2011

The Directors present their Report and the Financial Statement for the period ended 30th September 2011

Principal Activity

The principal activity of the company in the period under review was to hold, manage and maintain land and buildings known as Sandown House, Pilmer Road, Crowborough

Directors and their interests in the Company's shares

The Directors and their interest in the Company's shares at the beginning and end of the period were as follows:-

	Ordinary £1 shares
	2011
	•
Miss J R Liley	1
Miss D E Reay	1
Mrs I Evershed	1
Mrs P Feast	1
Mrs J Reeves	1

In the opinion of the Directors the financial statements give a true and fair view of the state of the company's affairs as at 30th September 2011 and of its income and expenditure for the period then ended and have been properly prepared in accordance with the provisions of the Companies Act 2006, applicable to small companies

This report, which has been prepared taking advantage of special exemptions applicable to small companies was approved by the Board and signed on their behalf

By order of the Board

Kevin R Jones Secretary

Date 1 . 2 . 12

Annual Income & Expenditure Account 30th September 2011

	2010/11		2009/10	
Income				
Service charge	4920.00		4680 00	
Ground rent	120 00		120 00	
Interest	3.15		-	
Reserves	1440.00		1440 00	
		6483 15		6240 00
Expenditure				
Electricity	159 56		144 45	
Cleaning	1099 56		1178.92	
Gardening	666 00		1121.00	
Insurance - Buildings	719 78		692 11	
- Directors	163 01		162 75	
Maintenance/repairs	936 00		3111 37	
Administration charge	25 00		45 00	
Management fees	1140 00		1110 00	
Sundries	114 49		124 14	
Legal, Professional	300.00		293.75	
		5323.40		7689 74
Balance		1159.75		- 1449.74
Surplus b/fwd		2324 33		3774 07
Total Reserves		3484.08		2324.33

Balance Sheet 30th September 2011

		2010/11		2009/10	
Assets	s				
Freehold cost (gross)		4309 76		4309 76	
Debtors		-		-	
Cash	Deposit a/c (HSBC)	2880.01		-	
	Current a/c	610.11		2284 57	
	Deposit a/c (Santander)	70 19		67 05	
Petty	3 75		5 87		
		7873 82		6667 25	
Liabil	lities				
Credit	tors	89 00		42 18	
Freehold cost (net)	old cost (net)	4294 74		4294.74	
	, ,		4383.74		4336 92
Net A	ssets		3490.08		2330.33
Capit	al & Reserves				
Share	capital	6 00		6 00	
Reserv	=	3484 08		2324 33	
			3490 08		2330.33

For the year ending 30^{th} September 2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

This report, which has been prepared taking advantage of special exemptions applicable to small companies was approved by the Board and signed on their behalf

Signed

I Evershed

On behalf of the Board of Directors

1 Eventhed

Date 2 2 /2