## ANNUAL FINANCIAL STATEMENTS

30th SEPTEMBER 2012

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





A17 06/02/2013
COMPANIES HOUSE

#240

# **Annual Financial Statements**

# 30<sup>th</sup> September 2012

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#### **Annual Financial Statements**

# 30th September 2012

Directors:

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

High Street

Crowborough East Sussex

Crowborough East Sussex

**Insurers:** 

Aviva (Residentsline)

Policy no CZ 23070242

#### REPORT OF THE DIRECTORS

# 30th September 2012

The Directors present their Report and the Financial Statement for the period ended 30th September 2012

#### **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 2012
Miss J R Liley	1
Miss D E Reay	1
Mrs I Evershed	1
Mrs P Feast	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 30<sup>th</sup> September 2012 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 lones

Secretary

Date 15.1-13

# Annual Income & Expenditure Account 30th September 2012

	2011/12		2010/11	
Income				
Service charge	5400 00		4920.00	
Ground rent	120 00		120 00	
Interest	1 70		3.15	
Reserves	1440 00		1440 00	
		6961 70		6483 15
Expenditure				
Electricity	126.28		159 56	
Cleaning	1242 61		1099 56	
Gardening	1022 50		666 00	
Insurance - Buildings	669 10		719.78	
- Directors	164 30		163.01	
Maintenance/repairs	25.00		936.00	
Administration charge	-		25 00	
Management fees	1170 00		1140 00	
Sundries	143.40		114.49	
Professional fees	-		300 00	
		4563 19		5323 40
Balance		2398.51		1159.75
Surplus b/fwd		3484 08		2324 33
<b>Total Reserves</b>		5882.59		3484.08

# Balance Sheet 30th September 2012

		2011/12		2010/11	
Assets	S				
Freeho	old cost (gross)	4309 76		4309 76	
Debto	rs	40 00		-	
Cash	Deposit a/c (HSBC)	2951 90		2880 01	
	Current a/c	3136 90		610 11	
	Deposit a/c (Santander)	-		70 19	
	Petty	6 27		3 75	
	•		10444 83		7873 82
Liabil	lities				
Credit	ors	261 50		89 00	
Freehold cost (net)	old cost (net)	4294 74		4294 74	
	, ,		4556 24		4383 74
Net A	ssets		5888.59		3490.08
Capita	al & Reserves				
Share	capital	6 00		6.00	
Reserv	ves	5882 59		3484 08	
			5888.59		3490.08

For the year ending 30th September 2012 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 responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime

The financial statements were approved by the Board of Directors on 16th January 2013

Signed on behalf of the Board by

1 Everted

Director

I Evershed