## ANNUAL FINANCIAL STATEMENTS

30th SEPTEMBER 2010

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



# **Annual Financial Statements**

# 30<sup>th</sup> September 2010

#### **Contents:**

Report of the Directors

Income & Expenditure

Balance Sheet

#### **Annual Financial Statements**

## 30th September 2010

**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

High Street

Crowborough

Crowborough

East Sussex

East Sussex

**Insurers:** 

Norwich Union (Residentsline)

Policy no CZ 23070242

#### REPORT OF THE DIRECTORS

## 30th September 2010

The Directors present their Report and the Financial Statement for the period ended 30<sup>th</sup> September 2010

#### **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 2010
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 30<sup>th</sup> September 2010 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 1985, 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 20-1-11

# Annual Income & Expenditure Account 30th September 2010

	2009/10		2008/09	
Income				
Service charge	4680 00		4560 00	
Ground rent	120 00		120 00	
Interest	-		3 41	
Reserves	1440 00		1440 00	
Surcharge – Floodlights			365 42	
		6240 00		6488 83
Expenditure				
Electricity	144 45		148 55	
Cleaning	1178 92		1128 25	
Gardening	1121 00		379 00	
Insurance - Buildings	692 11		640 45	
- Directors	162 75		162 35	
Maintenance/repairs	3111 37		805 12	
Administration charge	45 00		_	
Management fees	1110 00		1071 00	
Sundries	124 14		127 89	
		7689 74		4462 61
Balance		- 1449.74		2026.22
Surplus b/fwd		3774 07		1747 85
Total Surplus		2324.33		3774.07

# Balance Sheet 30th September 2010

	2009/10		2008/09	
Assets				
Freehold cost (gross)	4309 76		4309 76	
Debtors	-		-	
Cash				
Current a/c	2284 57		3758 46	
Deposit a/c	67 05		67 05	
Petty	5 87		7 85	
		6667 25		8143 12
Liabilities				
Creditors	42 18		68 31	
Freehold cost (net)	4294 74		4294 74	
		4336 92		4363 05
Net Assets		2330.33		3780.07
Capital & Reserves				
Share capital	6 00		6 00	
Profit & Loss account	2324 33		3774 07	
		2330.33		3780.07

For the year ending 30<sup>th</sup> September 2010 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

Signed

Drolly &. Rear

D E Reay On behalf of the Board of Directors Sandown House Crowborough Limited

Date 20-1-1