Registered Number 04979738

In England and Wales

# WHITELEY K (NO.1) MANAGEMENT COMPANY LIMITED

# STATUTORY ACCOUNTS

# FOR THE YEAR ENDED 31ST DECEMBER 2006

A COMPANY LIMITED BY GUARANTEE



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# A COMPANY LIMITED BY GUARANTEE

# **COMPANY INFORMATION**

**DIRECTORS** 

CPM Asset Management Limited Hertford Company Secretaries Limited

COMPANY SECRETARY

Hertford Company Secretaries Limited

REGISTERED OFFICE

CPM House Essex Road Hoddesdon Hertfordshire EN11 0DR

REGISTERED NUMBER

04979738 (England and Wales)

**AUDITORS** 

Thomas David

Chartered Accountants and Registered Auditors

6-7 Castle Gate Castle Street Hertford Hertfordshire SG14 1HD

#### A COMPANY LIMITED BY GUARANTEE

#### REPORT OF THE DIRECTORS

The Directors present their report with the financial statements of the company for the year ended 31ST DECEMBER 2006

#### PRINCIPAL ACTIVITY

The principal activity of the company in the year under review consisted of 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 in the year were as follows

CPM Asset Management Limited Hertford Company Secretaries Limited

The company is limited by Guarantee and has no share Capital The liability of each Member is limited to £25

#### **DIRECTORS RESPONSIBILITIES**

The Directors are responsible for preparing the report and accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company Law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the Directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and estimates that are reasonable and prudent,
- prepare the financial statements 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 to enable them to ensure that the financial statements 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.

# A COMPANY LIMITED BY GUARANTEE

#### REPORT OF THE DIRECTORS

#### (CONTINUED)

# **DISCLOSURE OF INFORMATION TO AUDITORS**

So far as each Director at the date of approval of this report is aware

- there is no relevant audit information of which the company's auditors are unaware, and
- the Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

# SMALL COMPANY SPECIAL PROVISIONS

This 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

Signed on Behalf of

The Board of Directors FOR AND ON BEHALF OF

CPM ASSET MANAGEMENT LIMITEL

3/9/07

AUTHORISED SIGNATORY Company Secretary/Director

Approved by the Board on

# REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF WHITELEY K (NO 1) MANAGEMENT COMPANY LIMITED A COMPANY LIMITED BY GUARANTEE

We have audited the financial statements of WHITELEY K (NO 1) MANAGEMENT COMPANY LIMITED for the year ended 31ST DECEMBER 2006 on pages five to nine which comprise of the Income & Expenditure Account, the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standards for Smaller Entities.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act

1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required
to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume
responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report,
or for the opinions we have formed

#### Respective responsibilities of directors and auditors

As described on page two, the company's Directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

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 and whether the information given in the Directors Report is consistent with the accounts. We also report to you if, in our opinion, 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 International Standards on Auditing (UK and Ireland) 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 misstatements, 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 in accordance with United Kingdom Generally Accepted
  Accounting Practice applicable to Smaller Entities, of the state of the company's affairs as at 31ST DECEMBER 2006
  and of its surplus for the year then ended
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Directors' Report is consistent with the accounts

Thomas David

Chartered Accountants and Registered Auditors

6-7 Castle Gate

Castle Street

Hertford

Hertfordshire

SG14 1HD

Dated

1395

# A COMPANY LIMITED BY GUARANTEE

# INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2006

	Notes	2006	<u>2005</u>
		£	£
TURNOVER	1	14,708	8,541
Administrative Expenses		(8,845)	(10,012)
OPERATING SURPLUS / (DEFICIT)		5,863	(1,471)
Interest Payable and Bank Charges		(40)	(35)
Interest Receivable		50	42
SURPLUS/(DEFICIT) ON ORDINARY			
ACTIVITIES before Taxation	7	5,873	(1,464)
TAXATION			
Corporation Tax			
		5,873	(1,464)
RESERVES / (DEFICIT) brought forward		(213)	1,251
RESERVES / (DEFICIT) carried forward		£5,660	(£213)

The notes form a part of these financial statements

# A COMPANY LIMITED BY GUARANTEE

# BALANCE SHEET AT 31ST DECEMBER 2006

	Notes	2	<u>2006</u>		5
CURRENT ASSETS		£	£	£	£
Debtors Prepayments Bank & Cash	2 3		3,405 644 4,662	<del></del>	2,434 573 <u>93</u>
Deduct CREDITORS amounts falling due w	uthin one	<u>year</u>	8,711		3,100
Creditors Control account Accrued Expenses	<b>4</b> 5	1,554	1,554	1,412 1,204	2,616
TOTAL NET ASSETS / (LIABILITIES)			£7,157		£484
Represented by -					
			£		£
RESERVE FUNDS FOR MAJOR WORKS	6		1,497		697
INCOME & EXPENDITURE ACCOUNT			5,660		(213)
			£7,157		£484

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities

FOR AND ON BEHALF OF
The notes form a part of these financial statements MANAGEMENT LIMITED

Signed on behalf of the Board of Directors AUTHORISED SIGNATORY - Director

These accounts were approved by the Board of Directors on  $\frac{3}{3}$ 

# A COMPANY LIMITED BY GUARANTEE

# NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2006

#### 1 ACCOUNTING POLICIES

# Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005)

# Turnover

Turnover represents Maintenance Charges Receivable in respect of communal expenditure in the ordinary course of business. Value Added Tax is not charged thereon

2	DEBTORS		<u>2006</u>	<u>2005</u>
	(Amounts falling due to the Company within one year)	£	£	
		nance Charges in Arrears Debtors	2,821 584	1,850 584
			£3,405	£2,434
3	PREPAID EXPENSE	<u>S</u> its that have been paid for but are	<u> 2006</u>	<u>2005</u>
	•	pect of the next Accounting Period)	£	£
	Insurar	ce Premiums	644	573
			£644	£573

# A COMPANY LIMITED BY GUARANTEE

# NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2006

4	CREDITORS CONTROL  (Amounts owed by the Company for expenses	<u>2006</u>	<u>2005</u>
	incurred during the Current Accounting Period but not yet paid)	£	£
	Cleaning, Garden Maintenance & Repairs	-	1,412
		£Nil	£1,412
5	ACCRUED EXPENSES	2006	2005
J	(Amounts owed by the Company for expenses incurred during the Current Accounting Period but not yet received)	<u>2006</u> £	<u>2005</u> £
	Audit & Accountancy Fees	730	507
	Communal Electricity Rates	82	44
	Managing Agent Fees	254	254
	Legal & Debt Collection Expenses	(183)	-
	Deferred Payments Charges	18	18
	Insurance Valuations	381	381
	Cleaning, Garden Maintenance & Repairs	272	-
		£1,554	£1,204

#### A COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2006

6	RESERVE FUND FOR MAJOR WORKS	<u>2006</u>	<u>2005</u>
		£	£
	Reserve Fund brought forward Transfer to funds during the year Funds (utilised) during the year	697 800 -	697 - -
		£1,497	£697
7	SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES	<u>2006</u>	<u>2005</u>
	The Surplus/ (Deficit)on ordinary activities before taxation is stated after (charging) crediting the following -	£	£
	Auditors Remuneration Bank Charges and Interest Paid Interest Received	(194) (40) 50	(183) (35) 42

#### 8 RELATED PARTY TRANSACTIONS

CPM Asset Management Limited and/or Hertford Company Secretaries Limited are/were Directors—They also act as Managing Agents as well as providing other associated services including accountancy (RN Accountancy) and maintenance (Francis Maintenance)

CPM Asset Management Limited and Hertford Company Secretaries Limited are companies wholly owned by the Erinaceous Group Plc Other companies within this group include Vita Insurance Limited, Spring Grove Property Maintenance Limited, Deacon Insurance, Dunlop Haywards and Robert Hawkins There maybe supplies of services by these companies to the Management Company Limited from time to time. All of these services are supplied at normal commercial value.

# Appendix A

# WHITELEY K (NO 1) MANAGEMENT COMPANY LIMITED

# A COMPANY LIMITED BY GUARANTEE

# INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2006

		2006		<u>2005</u>	
INCOME		£	£	£	£
	Maintenance Charges Receivable		14,708		8,541
		_	14,708	_	8,541
	Bank Interest Received Gross Corporation tax	50		42	
	oo, por all of tax	<del></del>	50	<u>-</u>	42
TOTAL IN	COME	_	14,758		8,583
Deduct E	XPENDITURE				
	Audit and Accountancy Fees Bank Charges and Interest	547 40		506 35	
	Caretaking Services	-		176	
	Cleaning, Garden Maintenance & Repairs	2,830		4,344	
	Communal Electricity Rates	508		167	
	Company Secretarial Fees	147		129	
	Door Security/Aerial Systems	146		-	
	Home Service Scheme	-		540	
	Health & Safety Fees	463		•	
	Insurance Premiums	1,480		1,392	
	Insurance Valuations	-		381	
	Managing Agent Fees	1,873		2,276	
	Sundry Expenses	51		101	
	Reserve Funds for Major Works	800		<del></del>	
		_	8,885	_	10,047
EXCESS	OF INCOME / (EXPENDITURE) FOR YEAR		5,873		(1,464)
		=		_	

# BALANCE OF MAINTENANCE CHARGES SUMMARY FOR THE YEAR ENDED 31ST DECEMBER 2006

Maintenance Charges in Arrears 2,821 1,850

Maintenance Charges in Advance - -

#### ACCOUNTANTS REPORT UNDER THE LANDLORD AND TENANT ACT 1985

## (AS AMENDED BY LANDLORD AND TENANT ACT 1987)

# WHITELEY K (NO.1) MANAGEMENT COMPANY LIMITED

# A COMPANY LIMITED BY GUARANTEE

We have examined the schedules on Appendix A and B as required by the Landlord & Tenant Act 1985 as amended by the Landlord & Tenant Act 1987

#### Respective responsibilities of landlord and auditors

The Landlord is responsible for preparing schedules of relevant costs in relation to service charges if requested to do so by a tenant or secretary of a recognised tenant's association. It is our responsibility to form an opinion whether these schedules are a fair summary complying with the requirements of Section 21(5) of the Landlord & Tenant Act 1985 (as amended by the Landlord & Tenant Act 1987) and are sufficiently supported by accounts, receipts and other documents produced to us

# Opinion

In our opinion, these schedules are a fair summary complying with the requirements of Section 21(5) of the Landlord & Tenant Act 1985 (as amended by the Landlord & Tenant Act 1987) and are sufficiently supported by accounts, receipts and other documents produced to us

Thomas David
Chartered Accountants and Registered Auditors
6-7 Castle Gate
Castle Street

Hertford Hertfordshire SG14 1HD

Dated

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This page does not form part of the statutory financial statements