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Company No 5273731

Ramsgate Courtyard Management Company Limited

Financial Accounts for the year to 31 December 2011

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The following pages do not form part of the statutory accounts

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Ramsgate Courtyard Management Company Limited

Company Information

31 December 2011

Incorporated	29th October 2004
Number	05273731
Directors	R N Butcher Mrs S E Forster N P Crawley Mrs W C Ryan Ms J A Morison M Packer
Company Secretary	Stonedale Property Management Limited
Registered Office	Marlborough House Wigmore Place Wigmore Lane Luton Bedfordshire LU2 9EX
Accountants	Shaw Wallace Chartered Accountants 43 Manchester Street London W1U 7LP

Ramsgate Courtyard Management Company Limited

Report of the Directors

31 December 2011

The directors present their report and the financial statements for the year ended 31 December 2011

Principal Activity

The principal activity of the Company throughout the year was that of property management on behalf of the members

Directors

The directors of the company during the year were as follows -

R N Butcher
Mrs S E Forster
N P Crawley
Mrs W C Ryan
Ms J A Morison
M Packer

Small Company Exemptions

This report is prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

Signed on behalf of the board of directors

M. P. Packer

Name (in Capitals) MARTIN PACKER

Approved by the Board on 22.06.12

Ramsgate Courtyard Management Company Limited

**Income and Expenditure Account
for the year ended 31 December 2011**

	Note	<u>2011</u> £	<u>2010</u> £
Service Charge Income	2	59,488	55,613
Interest on Resident Debt		278	53
Maintenance and Administrative Expenses		<u>54,496</u>	<u>64,288</u>
Surplus/(Deficit) Before Deposit Interest Received		5,269	(8,622)
Gross Interest Receivable on Deposits		<u>216</u>	<u>188</u>
Surplus/(Deficit) Before Taxation		5,485	(8,434)
Tax on Interest Receivable	3	<u>(43)</u>	<u>(38)</u>
Surplus/(Deficit) After Taxation		5,442	(8,472)
Transfer from/(to) Fund for longer term maintenance		<u>-</u>	<u>-</u>
Surplus/(Deficit), for the year, to be distributed/(recovered)		<u>5,442</u>	<u>(8,472)</u>

Movements in reserves are shown in the notes to the financial statements on page 5

Ramsgate Courtyard Management Company Limited

Balance Sheet as at 31 December 2011

	Note	<u>2011</u>	<u>2010</u>
<u>Current Assets</u>			
Service Charge Debtors	4	8,041	6,778
Sundry Debtors and Prepaid Expenditure		9,189	5,929
Deficit to be recovered from Members		-	8,472
Cash at Bank		<u>27,754</u>	<u>13,776</u>
		44,985	34,955
<u>Creditors:</u> amounts falling due within one year			
Accrued Expenditure	5,002		4,047
Trade Creditors	1,709		1,478
Surplus to be distributed to Members	<u>5,442</u>		<u>-</u>
		<u>12,154</u>	<u>5,525</u>
Net Assets		<u>£32,831</u>	<u>£29,430</u>
<u>Capital and Reserves</u>			
Called up Share Capital	5	69	69
Funds for longer term maintenance	6	<u>32,762</u>	<u>29,361</u>
Members' Funds		<u>£32,831</u>	<u>£29,430</u>

The directors' statements required by sections 475 (2) and (3) are shown on the following page which forms part of this balance sheet

Ramsgate Courtyard Management Company Limited**Balance Sheet (Continued) as at 31 December 2011****Directors Statement required by Section 475 (2) and (3)**

The directors consider that for the year ended 31 December 2011 the company was entitled to exemption conferred by section 477 of the Companies Act 2006. No member or members have deposited at the registered office a notice requesting an audit for the current financial year under section 476 of the Act.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Companies Act 2006 and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus and deficit for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements on pages 3 to 5 were approved by the board of directors and signed on its behalf by -

Director (Sign) M. P. Parker

Date 22.06.12

Name (In Capitals) MARTIN PACKER

Company Number 05273731

Ramsgate Courtyard Management Company Limited

Notes to the Accounts for the year to 31 December 2011

1. Accounting Policies

a Convention

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards and in accordance with the financial reporting standard for Smaller Entities (effective April 2008)

b Income

Income represents the amount receivable from residents in respect of levies made to recover operating costs

2. Income

In the opinion of the directors all of the current and preceding years income were attributed to U K activities

3. Taxation

The company operates on a mutual trading basis and is not liable to Corporation Tax. Funds held by the company on behalf of the residents are deemed to be a trust under Section 42 of the Landlord & Tenant Act 1987 and liable to taxation of 20% on interest received

Trust Tax on interest receivable for the year is	£43
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4. Service Charge Debtors

Amounts owing to the Company in respect of Service Charges	£8,041
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5. Share Capital

The company is limited by guarantee and has no share capital

Authorised Share Capital	100 Ordinary Shares of £ 1 each - £100
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Allotted, called up and fully paid	100 Ordinary Shares of £ 1 each - £100
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6. Movements on Reserve Fund for Longer Term Maintenance

The Reserve Fund allocation is set aside to provide a contribution only to the actual costs when incurred

Balance, brought forward		29,362
Add	Transfer from expenditure account	10,835
	Interest received (net of tax)	173
	Surplus for the year	-
		11,008
Less	Transfer to expenditure account to meet costs	7,607
		3,400
Add/Less	Contribution to/from reserves re prior year expenditure	
Balance, carried forward		£32,762

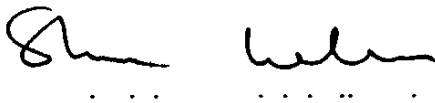
Independent Accountants' Report to the Managing Agent of

Ramsgate Courtyard Management Company Limited

Accounts for the year ended 31 December 2011

In accordance with instructions given to us, we have examined the attached service charge statement of account in respect of Ramsgate Courtyard Management Company Limited, for the year ended 31 December 2011 together with the books and records maintained by the Managing Agent, "Stonedale" Property Management Limited (a trading division of Pembertons Residential Ltd), in so far as they relate to Ramsgate Courtyard Management Company Limited

In our opinion the service charge statement presents a fair summary of the service charges levied and relevant costs for the year ended 31 December 2011, is sufficiently supported by accounts, receipts and other documents, and has been prepared in accordance with section 21(5) of the Landlord and Tenant Act 1985



Shaw Wallace
Chartered Accountants
43 Manchester Street
London
W1U 7LP

Date

18 / 6 / 12

Appendix 2 1

Ramsgate Courtyard Management Company Limited

Detailed income and expenditure account for the year to 31st December 2011

	Actual £	Annual Estimate £
Income		
Service Charges Levied	59,488 12	
Interest Received	172 83	
Tenant Interest Charged	277 62	
Total income	59,938.57	

Expenditure

Schedule 1		
Insurance	660 41	619 00
Electricity	616 35	2,300 00
Maintenance of Landscaped Areas	8,160 13	10,000 00
Gates/Barrier Maintenance	1,869 69	2,000 00
General Repairs	930 00	500 00
Electrical Maintenance	208 38	-
Sundries	-	50 00
Accountancy & Audit Fees	900 00	550 00
Company Secretarial Fees	-	500 00
	13,344 96	16,519 00
Management Fees	8,528 00	8,528 00
Contribution to Reserves	1,672 83	1,500 00
Total expenditure	23,545 79	26,547.00

Expenditure

Schedule 2		
Insurance	487 44	457 00
Electricity	514 48	360 00
Communal Area Cleaning	404 18	500 00
Cleaning Carpets	-	250 00
General Repairs	228 00	500 00
	1,634 10	2,067 00
Management Fees	148 00	148 00
Contribution to Reserves	640 00	640 00
Total expenditure	2,422 10	2,855.00

Appendix 2 2

Expenditure

Schedule 3

Insurance	1,430 88	1,340 00
General Repairs	-	500 00
	<u>1,430 88</u>	<u>1,840 00</u>
Management Fees	494 00	494 00
Contribution to Reserves	1,100 00	1,100 00
Total expenditure	<u>3,024 88</u>	<u>3,434.00</u>

Expenditure

Schedule 4

Electricity	1,202 36	575 00
Communal Area Cleaning	974 77	1,000 00
Cleaning Carpets	-	250 00
General Repairs	554 15	200 00
Electrical Maintenance	25 00	-
	<u>2,756 28</u>	<u>2,025 00</u>
Contribution to Reserves	935 00	935 00
Total expenditure	<u>3,691.28</u>	<u>2,960.00</u>

Expenditure

Schedule 5

Insurance	471 72	442 00
Electricity	1,254 50	300 00
Communal Area Cleaning	404 18	500 00
Cleaning Carpets	-	250 00
General Repairs	-	500 00
	<u>2,130 40</u>	<u>1,992 00</u>
Management Fees	148 00	148 00
Contribution to Reserves	640 00	640 00
Total expenditure	<u>2,918.40</u>	<u>2,780.00</u>

Expenditure

Schedule 6

Insurance	935 57	876 00
Electricity	880 02	450 00
Communal Area Cleaning	594 38	850 00
Cleaning Carpets	-	250 00
General Repairs	1,244 00	1,000 00
	<u>3,653 97</u>	<u>3,426 00</u>
Management Fees	346 00	346 00
Contribution to Reserves	1,270 00	1,270 00
Total expenditure	<u>5,269 97</u>	<u>5,042 00</u>

Appendix 2 3

Expenditure

Schedule 7

Insurance	3,844 50	3,601 00
General Repairs	298 00	1,000 00
Major Works	7,607 31	-
	<u>11,749 81</u>	<u>4,601 00</u>
Management Fees	989 00	989 00
Contribution to Reserves	3,500 00	3,500 00
	<u>16,238 81</u>	<u>9,090 00</u>
Total expenditure	16,238 81	9,090 00
Contribution from Reserves	7,607 31	-
	<u>8,631 50</u>	<u>9,090 00</u>
Net expenditure	8,631 50	9,090 00

Expenditure

Schedule 8

Insurance	31 45	29 00
Electricity	409 15	1,000 00
Communal Area Cleaning	1,122 00	1,500 00
Gates /Barrier Maintenance	300 19	-
General Repairs	81 60	500 00
Electrical Maintenance	148 00	-
	<u>2,092 39</u>	<u>3,029 00</u>
Contribution to Reserves	1,250 00	1,250 00
	<u>3,342 39</u>	<u>4,279 00</u>
Total expenditure	3,342 39	4,279 00

Expenditure

Schedule 9

Window Cleaning	1,650 00	2,500 00
	<u>1,650 00</u>	<u>2,500 00</u>
Total expenditure	1,650 00	2,500 00
	<u>54,496 31</u>	<u>59,487 00</u>
Total expenditure - all Schedules	54,496 31	59,487 00

Surplus to be distributed

5,442 26

Ramsgate Courtyard Management Company Limited

Notes for the year to 31 December 2011

Summary of Costs

A) Costs in respect of which no demand for payment was received during the year	£ 5,002 44
B) Costs in respect of which a demand for payment was received but no payment made prior to the end of the year	£ 1,708 84
C) Costs in respect of which a demand for payment was received and payment was made prior to the end of the year	£ 47,785 03
Total	£ 54,496 31

Maintenance Reserve Fund

Reserve fund brought forward	£ 29,361 57
Reserve fund provided for during the year	£ 11,007 76
Costs met from reserves during the year	£ 7,607 31
Contribution to/from reserves re prior year expenditure	£ 0 00
Reserve fund carried forward	£ 32,762 02

The Reserve Fund allocation is set aside to provide a contribution only to the actual costs when incurred

At that time any balance will be included in the service charge or collected as a special levy

Whilst different items of expense are indicated, all the reserves in hand within a schedule will be available for any exceptional expenditure, subject to the timing and urgency of other future works

Service and Product Suppliers

Peverel Group and "Stonedale" Property Management Limited (a trading division of Pembertons Residential Ltd) occasionally have bulk buying/national supply agreements with certain suppliers to primarily provide competitive pricing for their customers. This may include insurance. Alongside these agreements there are also some cases where the supplier may contribute towards Stonedale's administrative costs incurred in creating and maintaining the contract. Further information will be provided on written request, where applicable.

Fair Processing Notice

Appropriate information we hold may be shared with legal advisers, collection agents, service providers, contractors and others providing property management services to "Stonedale" Property Management Limited (a trading division of Pembertons Residential Ltd). Also those who are affected by the information we hold.

This information includes copy correspondence we receive from and send to others.

Surplus / Deficit

The net Surplus/Deficit may not be fully recovered or distributed to the residents due to plot percentages not exactly totalling 100%. The minor variance will be met from or transferred to the reserve fund in the next year's accounts.

Schedule Apportionment

Schedule 1 -	The costs in this schedule will be apportioned to each of the 69 plots on an equal basis
Schedule 2 -	The costs in this schedule will be apportioned to each of the 3 Private Apartments on a floor area basis
Schedule 3 -	The costs in this schedule will be apportioned to each of the 10 Private Apartments on a floor area basis
Schedule 4 -	The costs in this schedule will be apportioned to each of the 9 Private Apartments on a floor area basis
Schedule 5 -	The costs in this schedule will be apportioned to each of the 3 Private Apartments on a floor area basis
Schedule 6 -	The costs in this schedule will be apportioned to each of the 7 Private Apartments on a floor area basis
Schedule 7 -	The costs in this schedule will be apportioned to each of the 20 Private Apartments on a floor area basis
Schedule 8 -	The costs in this schedule will be apportioned to each of the 13 Private Apartments on a floor area basis
Schedule 9 -	The costs in this schedule will be apportioned to each of the 16 Private Apartments on a floor area basis

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Reserve Fund for Longer Term Maintenance

	Brought Forward <u>2010</u>	Provision for <u>2011</u>	(Contribution from) <u>2011</u>	Total at Year End <u>2011</u>
Reserve Fund	32,505 00	10,835 00	7,607 31	35,732.69
	-			
Prior Year Adjustment	(3,293 52)	(0 07)	-	(3,293 59)
Net Interest	150 09	172 83	-	322 92
	<u>29,361.57</u>	<u>11,007.76</u>	<u>7,607.31</u>	<u>32,762.02</u>

Stoneisle Property Management (a trading division of Pemberton Residential Ltd)														
Hampshire Courtyard Management Company Limited														
Adjustment Schedule for the Year ending 31st December 2011														
Unit Details	Schedule 1 costs	Schedule 2 costs	Schedule 3 costs	Schedule 4 costs	Schedule 5 costs	Schedule 6 costs	Schedule 7 costs	Schedule 8 costs	Schedule 9 costs	Schedule 10 costs	Schedule 11 costs	Schedule 12 costs	Schedule 13 costs	Schedule 14 costs
%	£	%	£	%	£	%	£	%	£	%	£	%	£	%
70061010001	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061010002	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061020003	1.493	334.72	33.3333	807.37	0	0	0	0	0	0	0	0	0	0
70061020004	1.493	334.72	33.3333	807.37	0	0	0	0	0	0	0	0	0	0
70061020005	1.493	334.72	33.3333	807.37	0	0	0	0	0	0	0	0	0	0
70061030006	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030007	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030008	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030009	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030010	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030011	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030012	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030013	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030014	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030015	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061030016	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061040017	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061040018	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050019	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050020	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050021	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050022	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050023	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050024	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050025	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050026	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050027	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050028	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050029	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050030	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050031	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050032	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050033	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050034	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050035	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050036	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050037	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050038	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050039	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
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70061050041	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050042	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
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70061050045	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050046	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050047	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050048	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
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70061050052	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050053	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050054	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050055	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050056	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
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70061050063	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
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70061050074	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
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70061050076	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
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70061050078	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050079	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050080	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050081	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050082	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050083	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050084	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050085	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050086	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050087	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050088	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050089	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050090	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050091	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050092	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050093	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050094	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050095	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050096	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050097	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050098	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050099	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050100	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050101	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050102	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050103	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050104	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050105	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050106	1.493	334.72	0	0	0	0	0	0	0	0	0	0	0	0
70061050107	1.493	334.72	0	0	0	0	0							

[illegible]