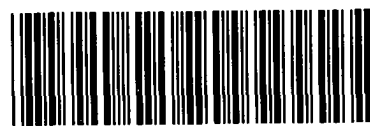


Company reference 05982799

**KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITED
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2016**

WEDNESDAY



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KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITED
CONTENTS PAGE
FOR THE YEAR ENDED 30TH JUNE 2016

	Page No
Directors' Report	2
Profit and Loss account	3
Balance Sheet	4
Notes to the accounts	5
The following pages do not form part of the statutory accounts	
Accountants' Report	Appendix 1
Service Charge Statement	Appendix 2

KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITED
DIRECTORS' REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

The directors present their report and financial statements for the year ended 30th June 2016

Principal Activity

The Company's principal activity during the year was property and estate management. The Company's directors are satisfied with the results for the year and at the year end.

Directors

The Directors who served the Company during the year were as follows:

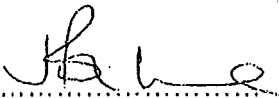
M A R Grizzelle

K James

J Burke

This Report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

On behalf of the board


.....

Director - J Burke

Date:

KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITED
PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 30TH JUNE 2016

	Note	2016 £	2015 £
Turnover	2	20,287	18,656
Administrative expenses		(18,079)	(16,953)
		<hr/>	<hr/>
Gross Profit		2,208	1,703
Transfer (to)/from reserve		(2,315)	(1,750)
		<hr/>	<hr/>
Operating Loss		(107)	(47)
Interest receivable and similar income		107	78
		<hr/>	<hr/>
Profit / (Loss) on ordinary activities before tax		0	31
Tax on profit on ordinary activities	3	NIL	NIL
		<hr/>	<hr/>
Profit / (Loss) on ordinary activities after tax		<u>0</u>	<u>31</u>

All income was derived from within the United Kingdom from continuing operations.
No operations were discontinued during the year.

KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITED
BALANCE SHEET AS AT 30TH JUNE 2016

	Note	2016 £	2015 £
Current Assets			
Debtors	4	2,366	1,416
Cash at bank	5	9,037	12,099
		<u>11,403</u>	<u>13,515</u>
Creditors: Amounts falling due within one year	6	<u>1,695</u>	<u>6,122</u>
Net Current Assets		9,708	7,393
Net Assets		<u>9,708</u>	<u>7,393</u>
Capital and Reserves			
Called up share capital	8	12	12
Profit and loss account		-	3,004
Reserve fund	7	9,696	4,377
		<u>9,708</u>	<u>7,393</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th June 2016

The members have not required the company to obtain an audit of its financial statements for the year ended 30th June 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:-

(i) Ensuring that the company keeps accounting records which comply with sections 386 and 387 of the Companies Act 2006 and;

(ii) Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared and delivered in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the board of directors and signed on.....24 Dec 2016



Director - J Burke

The notes form part of these financial statements

KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2016

1) Accounting policies

Basis of preparation of financial statements

These accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015.)

Cash flow

The financial statements do not include a cash flow statement because the Company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective January 2015.)

2) Turnover

Turnover represents maintenance charges receivable.

3) Taxation

No liability to UK corporation tax arose on ordinary activities for the year ended 30th June 2016 nor for the year ended 30th June 2015.

4) Debtors

	2016	2015
	£	£
Trade debtors	79	-
Prepayments	2,287	1,416
	<u>2,366</u>	<u>1,416</u>

5) Cash at Bank

For the period of these accounts, monies maintained by Gem Estate Management Limited Company are held by way of a statutory trust, in an interest bearing no notice designated client bank account at the Barclays Bank Plc, 260/262 Chingford Mount Road under the title, Client Service Charge account for Keswick Rd (Putney) Management Co. Limited. This is in accordance with Section 42 and Section 42A of the Landlord and Tenant Act 1987.

6) Creditors: amounts falling due within one year

	2016	2015
	£	£
Sundry creditors	337	-
Accruals and deferred income	1,161	6,122
Creditors-Gem	197	-
	<u>1,695</u>	<u>6,122</u>

KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2016

7) Reserve Funds	2016	2015
<u>External Redecoration Reserve</u>	£	£
At 1st July 2015	4,377	4,377
Transfer to/ (from) reserve	400	-
Profit and Loss account transferred	3,004	-
Surplus to reserves	765	-
At 30th June 2016	<u>8,546</u>	<u>4,377</u>
 <u>Major Works Reserve</u>		
At 1st July 2015	-	-
Transfer to/ (from) reserve	350	-
At 30th June 2016	<u>350</u>	<u>-</u>
 <u>Internal Redecoration Reserve</u>		
At 1st July 2015	-	-
Transfer to/ (from) reserve	800	-
At 30th June 2016	<u>800</u>	<u>-</u>
 8) Share Capital	2016	2015
Authorised, issued and fully paid	£	£
12 Ordinary Shares at £1 each	12	12
At 30th June 2016	<u>12</u>	<u>12</u>

9) Summary of Costs		
A) Costs in respect of which no demand for payment was received during the year	£	1,161
B) Costs in respect of which a demand for payment was received but no payment made prior to the end of the year	£	337
C) Costs in respect of which a demand for payment was received and payment was made prior to the end of the year	£	16,581
D) Contribution to (from) reserves	£	1,550
Total	£	<u>19,629</u>

10) Statement of Income

Gem Estate Management Limited (Gem) is part of the Qdime Group of companies. Gem, and other companies within the Qdime Group, may have earned income from your service charge from some or all of the expenditure headings listed below.

Management Fees
Insurance
'Out of Hours' Service
Accounts Preparation
Company Secretarial
Postage and Stationery
Health and Safety Risk Assessments

Income may also be earned from maintenance type works where the work is performed by tradesmen and employees of Hazelvine Limited, a member of the Qdime Group, operating as Hazelvine Property Maintenance.

No income is received by Gem for arranging any planned or reactive contracts or works with any external contractor.

ACCOUNTANT'S REPORT OF FACTUAL FINDINGS TO THE LANDLORD OF KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITED

In accordance with our engagement letter we have performed the procedures agreed with you and enumerated below with respect to the attached service charge statement of account in respect of Keswick Rd (Putney) Management Co. Limited for the year ended 30 June 2016 in order to provide a report of factual findings about the service charge accounts that you have issued.

This report is made to the landlord of Keswick Rd (Putney) Management Co. Limited for issue with the service charge supplementary information in accordance with the terms of our engagement. Our work has been undertaken to enable us to make this report to the landlord and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the landlord for our work or for this report.

Basis of Report

Our work was carried out having regard to Technical Release 03/11 Residential Service Charge Accounts published jointly by the professional accountancy bodies with ARMA and RICS. In summary, the procedures we carried out with respect to the service charge accounts were:

1. to check whether the figures contained in the information were extracted correctly from the accounting records maintained by the Managing Agent;
2. to check, based on a sample, whether entries in the accounting records were supported by receipts, other documentation or evidence that we inspected; and
3. to check whether the balance of service charge monies for this property are held in designated accounts with Barclays Bank PLC and the balances reconciled to the fund balances shown within the statement of account.

Because the above procedures do not constitute either an audit or a review made in accordance with International Standards on Auditing (UK and Ireland) or International Standards on Review Engagements, we do not express any assurance on the service charge accounts other than in making the factual statements set out below.

Had we performed additional procedures or had we performed an audit or review of the financial statements in accordance with International Standards on Auditing (UK and Ireland) or International Standards on Review Engagements, other matters might have come to our attention that would have been reported to you.

Report of Factual Findings

- a. With respect to item 1 we found the figures in the statement of account to have been extracted correctly from the accounting records.
- b. With respect to item 2 we found that those entries in the accounting records that we checked were supported by receipts, other documentation or evidence that we inspected.
- c. With respect to item 3 we found that all service charge monies for the property were held in a designated account and the balances reconciled to the fund balance shown in the statement of account.

Bradshaw Johnson
Chartered Accountants

Bradshaw Johnson

Date 3/1/17

Appendix 2

KESWICK RD (PUTNEY) MANAGEMENT CO. LIMITEDINCOME AND EXPENDITURE ACCOUNTFOR THE YEAR ENDED 30TH JUNE 2016

<u>2015</u> <u>Actual</u> <u>£</u>		<u>2016</u> <u>Actual</u> <u>£</u>	<u>2016</u> <u>Budget</u> <u>£</u>
	Income		
18,656.00	Service Charges Demanded	20,287.44	
55.00	Recovery of Costs	-	
78.00	Bank Interest Received	107.02	
<u>18,789.00</u>		<u>20,394.46</u>	
	<u>Estate Expenditure</u>		
4,335.00	Cleaning	2,615.00	2,600.00
544.00	Refuse Bins	631.20	520.00
-	Grounds Maintenance	1,430.00	1,450.00
762.00	Electricity	755.73	850.00
30.00	Water Rates	98.44	100.00
-	Lift Emergency Telephone	350.58	330.00
3,414.00	Buildings & Terrorism Insurance	3,167.93	3,260.00
-	Insurance Excess	-	500.00
-	Directors & Officers Insurance	239.48	239.00
-	Engineering Insurance	349.27	290.00
995.00	General Repairs - Internal	72.00	600.00
-	General Repairs - External	440.00	600.00
68.00	Electrical Repairs	55.00	200.00
78.00	EntryPhone Costs	117.36	300.00
1,611.00	Lift- Repairs & Maintenance	895.98	1,300.00
-	Health & Safety Assessments	510.00	450.00
308.00	TV/Aerial Costs	-	-
-	Postage & Stationery	60.48	60.00
634.00	Accountancy Fees	534.00	634.00
-	Company Secretarial Fees	174.00	174.00
-	Out of Hours Fee	108.00	108.00
356.00	Sundries	67.00	13.00
5,040.00	Redecoration	1,158.00	-
55.00	Debt Recovery & Deferred Payment Charges	-	-
3,918.00	Management Fees	4,260.24	4,260.00
<u>22,048.00</u>		<u>18,079.69</u>	<u>18,738.00</u>
-	Transfers to/(from) Reserves		
-	Major Works	350.00	350.00
-	Internal Redecoration	800.00	800.00
(3,290.00)	External Redecoration	400.00	400.00
<u>18,758.00</u>	Total Expenditure	<u>19,629.69</u>	<u>20,288.00</u>
31.00	(Deficit) / Surplus for the year	764.77	
-	Transfer (to) / from Reserves	(764.77)	
<u>-</u>		<u>-</u>	