

**MASEFIELD COURT (SURBITON) MAINTENANCE ASSOCIATION LIMITED**  
(A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2012**

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**MASEFIELD COURT (SURBITON) MAINTENANCE ASSOCIATION LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)**

**Company Information**

COMPANY NUMBER	00714661
REGISTERED OFFICE	69 Victoria Road SURBITON KT6 4NX
DIRECTORS	John K Forsdyke Rosalind J Malakouti-Heshjin Andrew J Canning Michelle M Deans
Secretary	Robert D S Heald

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Not forming part of the Statutory financial statements

**Service Charge Accounts**

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**MASEFIELD COURT (SURBITON) MAINTENANCE ASSOCIATION LIMITED**  
(A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)

**Director's Report**

The Directors present their Annual Report together with the Financial Statements for the year ended 31 December 2012

The principal activity of the Company is to maintain its Freehold Property for the benefit of its members

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss 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 judgements 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 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the provision and detection of fraud and other irregularities.

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**



John K Forsdyke - Director

Date 26/12/12

**MASEFIELD COURT (SURBITON) MAINTENANCE ASSOCIATION LIMITED**  
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**REVENUE ACCOUNT FOR THE YEAR ENDED 31 December 2012**

	NOTE	£	2012	£	£	2011	£
<b><u>Revenue</u></b>							
Ground Rents		180			180		
Maintenance Contributions		-			-		
Insurance Premiums		-			-		
Other Income		-			-		
Interest net of Taxation		-		180	-		180
<b><u>Expenditure</u></b>							
Rent Charge		180			180		
Maintenance of the property		-			-		
Administrative Fees		-		180	-		180
Operating Surplus/(deficit)				-			-
Transfer (to)/from Provision				-			-

The Notes form part of these Financial Statements

Following advice the company acknowledges that service charges and costs are transacted in trust for the property owners and as such do not belong to the company. Separate service charge accounts are prepared on pages 5 to 7 in accordance with the Landlord and Tenant Act 1985.

**MASEFIELD COURT (SURBITON) MAINTENANCE ASSOCIATION LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)**  
**BALANCE SHEET AS AT 31 DECEMBER 2012**

	NOTE	£	2012	£	£	2011	£
<b>FIXED ASSETS</b>							
<b>Tangible Assets</b>							
Freehold interest in Masefield Court, Lovelace Road, Surbiton, Surrey							
At Cost				1			1
<b>CURRENT ASSETS</b>							
				-			-
				<u>1</u>			<u>1</u>
CREDITORS Amounts falling due within one year				-			-
				<u>1</u>			<u>1</u>
<b>NET CURRENT ASSETS</b>				<u>1</u>			<u>1</u>
<b>CAPITAL AND RESERVES</b>							
				<u>1</u>			<u>1</u>

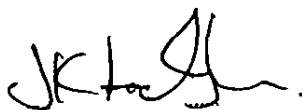
The liability of the Members is limited to an amount not exceeding £1

For the year ending 31 December 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

**Director's responsibilities**

- \* The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- \* 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



John K Forsdyke - Director

26/12/12

Date

Following advice the company acknowledges that service charges and costs are transacted in trust for the property owners and as such do not belong to the company. Separate service charge accounts are prepared on pages 5 to 7 in accordance with the Landlord and Tenant Act 1985

**MASEFIELD COURT (SURBITON) MAINTENANCE ASSOCIATION LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**for the Year Ended 31 December 2012**

**1 ACCOUNTING POLICIES**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

**Masefield Court, Lovelace Road, Surbiton.**

Statement of Service Charges and Costs for the year ended 31 December 2011

	NOTE	£	2012	£	£	2011	£
<b><u>Revenue</u></b>							
Maintenance Contributions		12000				11820	
Other Income						-	
- Interest		1				-	
- Corporation Tax		-				-	
- Sundry Income		-				233	
				12001			12053
<b><u>Expenditure</u></b>							
Maintenance of the property	5	7505				6854	
Administrative Fees	6	2068		9573		2014	8868
				2428			3185
Operating Surplus/(deficit)							
Transfer (to)/from Provision	4			(2488)			(3185)

**Masefield Court, Lovelace Road, Surbiton****BALANCE SHEET AS AT 31 December 2012**

		2012	2011
	NOTE	£	£
<b>FIXED ASSETS</b>			
<b>Tangible Assets</b>			
<b>CURRENT ASSETS</b>			
Sundry Debtors/Prepayments	2	1837	2915
Balance held by managing agents		8269	4486
		<u>10106</u>	<u>7401</u>
CREDITORS - due within one year	3	715	438
Sundry Creditors		<u>-</u>	<u>-</u>
<b>NET CURRENT ASSETS</b>		<u>9391</u>	<u>6963</u>
<b>NET ASSETS</b>		<u>9391</u>	<u>6963</u>
<b>RESERVES</b>	4	<u>9391</u>	<u>6963</u>



**Masefield Court, Lovelace Road, Surbiton****NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012****1 Accounting Policies**

The principal accounting policies which are adopted in the preparation of the Company's Accounts are as follows -

**Accounting Convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

**2 Debtors and Prepayments**

	2012	2011
Maintenance Contributions	1250	2081
Water Rates	79	76
Sundry Debtors	508	508
Managing Agents Fees	-	250
Corporation Tax	-	-
	<u>1837</u>	<u>2915</u>

**3 Creditors - amounts falling due within one year**

Maintenance Contributions in advance	3	-	-
Accountancy and Administrative fees		-	-
Cleaning		92	92
Electricity		59	46
Repairs		-	-
Management Fees		250	-
Gardening		300	300
Sundry Expense		14	-
		<u>715</u>	<u>438</u>

**4 Provision for Liabilities****General Maintenance**

At 1 January 2012	6963
Transferred (to)/from revenue Account	<u>2428</u>
At 31 December 2012	<u>9391</u>

**5 Maintenance of Property**

	2012	2011
Gardening	2160	2161
Tree Surgery	-	-
Cleaning and Window Cleaning	1552	1519
Electricity	357	351
General Maintenance and Small Repairs	1608	1094
Water Rates	313	303
Insurance	1515	1426
Major Works - External Redecorations	-	-
Cavity Wall Insulation	-	-
Surveyor's Fee	-	-
	<u>7505</u>	<u>6854</u>

**6 Administrative Costs**

Sundry Expenses	54	-
Filing Fee	14	14
Accountancy and Administrative Fees	-	-
Managing Agents' Fees	2000	2000
Bank Charges	-	-
Bank Interest	-	-
Insurance Valuation Fees	-	-
	<u>2068</u>	<u>2014</u>

**7 Transactions with Related Parties**

In common with other members, each Director is a lessee of Masfield Court and a contributor to the running costs of the property