

Company Number 00744532

## MARLBOROUGH GARDENS (CENTRE) (SURBITON) RESIDENTS ASSOCIATION LIMITED

REPORT AND ACCOUNTS
FOR THE YEAR ENDED

**29 SEPTEMBER 2011** 

FRIDAY



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20/01/2012 COMPANIES HOUSE

#345

### NOTICE OF MEETING

Notice is hereby given that the Annual General Meeting of the Company will be held at Ditton Lodge Hotel, 47 Lovelace Road, Surbiton, Surrey on Saturday, 11 February 2012 at 11 00 a m

#### **AGENDA**

- To receive, consider and adopt the Directors' Report and Accounts for the year ended 29 September 2011
- 2 To elect Directors
- a Mrs Frauke Boys retires by rotation at the Annual General Meeting and does not offer herself for re-election
- b The Directors will propose that Mrs Arleta Durwood be appointed a Director of the Company and that her appointment comes into effect immediately following the Annual General Meeting
- 3 To appoint Accountants
- 4 To authorise the Directors to fix the remuneration of the Accountants
- 5 Any other business

Dated 10 January 2012

BY ORDER OF THE BOARD

Franke Boys

**Company Secretary** 

Registered office

2 Castle Business Village Station Road Hampton Middlesex TW12 2BX

#### Notes:

A shareholder entitled to attend and vote at the meeting may appoint one or more proxies to attend and, on a poll, vote on his behalf A proxy need not be a member of the company

Any shareholder intending to ask a question requiring financial information that is not already included in the Accounts should give 14 days notice to Mrs Frauke Boys in order that such information can be extracted from company records

### DIRECTORS' REPORT FOR THE YEAR ENDED 29 SEPTEMBER 2011

The directors have pleasure in presenting their report and the unaudited accounts of the company for the year ended 29 September 2011

#### PRINCIPAL ACTIVITIES

The principal activity of the company during the year was the management of the residential property at 15 - 46 Marlborough Gardens for the mutual benefit of the Leaseholders

#### **DIRECTORS**

The directors who served the company during the year were as follows

I J B Flanagan F Boys J F Wilkey A M Airey

The directors had no beneficial interest in any significant contract with the company

#### **DIRECTORS' INSURANCE**

The Company has maintained during the year an insurance indemnifying Directors against liabilities in relation to the Company

The above report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006

Signed by order of the directors

Franke Boys

FRAUKE BOYS Company Secretary

Registered office 2 Castle Business Village Station Road, Hampton

Mıddlesex TW12 2BX

Approved by the directors on 10 January 2012

## INCOME AND EXPENDITURE ACCOUNT

### FOR THE YEAR ENDED 29 SEPTEMBER 2011

	Note	2011		2010	
INCOME					
Ground Rents Maintenance Contributions Other Income - Gross Interest - Taxation	8	680 51,200 366 (35)	52,211	680 51,200 265	52,145
EXPENDITURE					
Rent Charge Maintenance of Property Administrative Costs	9 10	680 16,105 2,255		680 15,308 3,052	
			19,040	<del></del>	19,040
OPERATING SURPLUS			33,171		33,105
General Provision Specific Provisions	5 5		(6,521) (26,650)		(6,455) (26,650)
			£NIL		£NIL

MARLBOROUGH GARDENS (CENTRE) (SURBITON)
RESIDENTS ASSOCIATION LIMITED
(COMPANY NO. 00744532)
DAT ANCE CHEET AS AT 20 SEPTEMBED 2011

Note

2010

#### FIXED ASSETS

#### TANGIBLE ASSETS

Freehold Reversion, subject to Rent Charge, in Nos 15 - 46 Marlborough Gardens, Lovelace Road, Surbiton, Surrey At cost

**CURRENT ASSETS** 

CURRENT ASSETS					
Debtors and Prepayments	2	552		516	
Cash at bank	3	184,801		150,710	
		185,353		151,226	
CREDITORS: Amounts falling due within one year	4	15,607		14,651	
NET CURRENT ASSETS			169,746		136,575
TOTAL ASSETS LESS CURREN	NT		169,746		136,575
PROVISIONS FOR LIABILITIE	S ANI	CHARGES	<b>;</b>		
Other Provisions	5		169,426		136,255
			£320		£320
			=====		
CAPITAL AND RESERVES					
Called-up equity share capital	7		320		320
SHAREHOLDERS' FUNDS			£320		£320

2011

For the financial year ended 29 September 2011 the company was entitled to exemption from audit under Section 477 Companies Act 2006 and no notice has been deposited under Section 476

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act and for preparing accounts 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 profit or loss for the financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

of Wilkey . JEWILKEY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 29 SEPTEMBER 2011

#### 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	2011	2010
	Ground Rent	21	16
	Water Rates	152	150
	Maintenance Contributions	379	350
		£552	£516
3.	CASH AT BANK		
	Cash at bank	130,773	96,789
	Investment in Building Society	54,028	53,921
		£184,801	£150,710
4.	CREDITORS: Amounts falling due within	one year	
	Maintenance Contributions	13,122	13,051
	Electricity	69	65
	Accountancy and Administration Fees	1,380	1,140
	Gardening	385	315
	Cleaning	40	80
	Taxation	35	~
	Survey and Report on Cedar Tree	576	-
		£15,607	£14,651

#### Specific **OTHER PROVISIONS** 5. General Maintenance Maintenance (see appendix 1) 2011 Total 2011 56,629 79,626 136,255 At 30 September 2010 33,171 26,650 Transfer from Income and Expenditure Account 6,521 £169,426 £63,150 £106,276 At 29 September 2011

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 29 SEPTEMBER 2011 (contd.)

#### 6. RELATED PARTY TRANSACTIONS

In common with the other members, each Director is a lessee of the Property and a contributor to the running costs of the company

#### 7. SHARE CAPITAL

Allotted, called up and fully paid:	2011	2010

Ordinary shares of £10 each £320 £320

#### 8. TAXATION

The company is a mutual trading Company and accordingly there is no liability to tax on income other than investment income HM Revenue & Customs have agreed to treat the Company as dormant for Corporation Tax purposes, but there is a liability to Income Tax at the Trust Tax rate of 20% The taxation charge in the Income and Expenditure Account is £35 (2010 - £NIL)

9.	MAINTENANCE OF PROPERTY	2011	2010
	Cleaning	2,295	2,160
	Gardening	5,046	5,479
	Tree Surgery	330	320
	Electricity	320	342
	Insurance	3,548	3,350
	Water Rates	302	296
	General Repairs and Maintenance	515	838
	Window Cleaning	1,920	1,760
	Entryphone	773	763
	Electrical Inspection	480	-
	Survey and Report on Cedar Tree	576	
		£16,105	£15,308
		<del></del>	
10.	ADMINISTRATIVE COSTS		
	Filing Fee	15	15
	Administrative Fee	720	905
	Accountancy Fee	660	646
	Postage, Stationery, Telephone	48	-
	Bank Charges	68	80
	AGM Expenses	203	116
	Professional Fees	-	(100)
	Directors' Insurance	361	579
	Fire Risk Assessment	-	411
	Asbestos Survey	-	400
	Survey of Property	180	
		£2,255	£3,052
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