### REPORT OF THE DIRECTORS AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 1998

**FOR** 

COLNBROOK COURT MANAGEMENT COMPANY LTD (LIMITED BY GUARANTEE)



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### COMPANY INFORMATION For The Year Ended 31 March 1998

DIRECTORS:

D A Scherer

S Whiteley

SECRETARY:

D A Scherer

REGISTERED OFFICE:

Thames House

41A High Street

Egham Surrey TW20 9DP

**REGISTERED NUMBER:** 

900206 (England and Wales)

**AUDITORS:** 

Kirk Rice

Accountants

Registered Auditors The Courtyard High Street

Ascot

Berkshire, SL5 7HP

### REPORT OF THE DIRECTORS

For The Year Ended 31 March 1998

The directors present their report with the financial statements of the company for the year ended 31 March 1998.

#### PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of the management and maintenance of the block of flats at Colnbrook Court, Colnbrook, Slough.

#### DIRECTORS

The directors during the year under review were:

D A Scherer S Whiteley

### 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 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.

### **AUDITORS**

The auditors, Kirk Rice, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:

Dated:

## REPORT OF THE AUDITORS TO THE MEMBERS OF COLNBROOK COURT MANAGEMENT COMPANY LTD (LIMITED BY GUARANTEE)

We have audited the financial statements on pages four to seven which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, under the historical cost convention and the accounting policies set out on page six.

Respective responsibilities of directors and auditors

As described on page two the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards 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 misstatement, 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 of the state of the company's affairs as at 31 March 1998 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Kirk Rice

Accountants\_ Registered Auditors

The Courtyard

High Street

Ascot

Berkshire, SL5 7HP

Dated: 9 December 1998

# PROFIT AND LOSS ACCOUNT For The Year Ended 31 March 1998

		1998	1997
	Notes	£	£
TURNOVER	2	17,975	10,100
GROSS PROFIT		17,975	10,100
Administrative expenses		17,050	9,021
OPERATING PROFIT	3	925	1,079
Interest receivable and similar income	4	112	17
PROFIT ON ORDINARY AC BEFORE TAXATION	TIVITIES	1,037	1,096
Tax on profit on ordinary activities	5		<del>-</del>
PROFIT FOR THE FINANC AFTER TAXATION	IAL YEAR	1,037	1,096
Retained profit brought forward	d	5,571	4,475
RETAINED PROFIT CARR	(ED FORWARD	£6,608	£5,571

### **BALANCE SHEET** 31 March 1998

	- Notes	1998		1997	<del></del>
		£	£	£	£
FIXED ASSETS:			10		10
Tangible assets	6		10		10
CURRENT ASSETS:				1.044	
Debtors	7	3,638		1,844	
Cash at bank		<u>3,577</u>		4,504	
		7,215		6,348	
CREDITORS: Amounts falling					
due within one year	8	617		<u> 787</u>	
NET CURRENT ASSETS:			6,598		5,561
TOTAL ASSETS LESS CURRENT LIABILITIES:			£6,608		£ <u>5,571</u>
RESERVES: Profit and loss account			6,608		5,571
			£6,608		£5,571

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

ON BEHALF OF THE BOARD:

S Whiteley - DIRECTOR
Approved by the Board on 9/12/98

### NOTES TO THE FINANCIAL STATEMENTS For The Year Ended 31 March 1998

### 1. ACCOUNTING POLICIES

### Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities.

### Turnover

Turnover represents net invoiced sales of services, excluding value added tax.

### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

#### **Deferred taxation**

Provision is made at current rates for taxation deferred in respect of all material timing differences except to the extent that, in the opinion of the directors, there is reasonable probability that the liability will not arise in the foreseeable future.

### **Taxation**

The company is a non-profit making enterprise and surpluses or deficits arising as a result of differences between service charges levied (based on estimated costs) and actual costs incurred do not fall within the scope of corporation tax. Tax is payable on investment income only.

#### 2. TURNOVER

The turnover and profit before taxation are attributable to the one principal activity of the company.

#### 3. OPERATING PROFIT

The operating profit is stated after charging:

	Auditors' remuneration	1998 £ <u>452</u>	1997 £ <u>400</u>
	Directors' emoluments and other benefits etc	- -	
4.	INTEREST RECEIVABLE AND SIMILAR INCOME	1998 £	1997 £
	Bank Interest Received	112	<u>17</u>

### 5. TAXATION

No liability to UK Corporation tax arose on ordinary activities for the year ended 31 March 1998 nor for the year ended 31 March 1997.

# NOTES TO THE FINANCIAL STATEMENTS For The Year Ended 31 March 1998

### 6 TANGIBLE FIXED ASSETS

6.	TANGIBLE FIXED ASSETS		Freehold property
			£
	COST: At I April 1997 and 31 March 1998		10
			<u></u>
	NET BOOK VALUE: At 31 March 1998		10
	At 31 March 1997		<u>10</u>
7.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	1998 £	1997 £
	Service charges	3,638	1,844
8.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		1998 £	1997 £
	Advance service charges	t –	165
	Accrued expenses	<u>617</u>	<u>622</u>
		<u>617</u>	<u>787</u>

### 9. RELATED PARTY DISCLOSURES

The company was charged management fees totalling £1,998 by a company in which D. Scherer and S. Whiteley are directors and shareholders.