### 3 & 5 CADOGAN GARDENS (MANAGEMENT) LIMITED

# REPORT AND FINANCIAL STATEMENTS 30 SEPTEMBER 1997

Company Registration No. 1575889

Saffery Champness

CHARTERED ACCOUNTANTS



### DIRECTORS' REPORT

The directors submit their report and the financial statements of 3 & 5 Cadogan Gardens (Management) Limited for the year ended 30 September 1997

### PRINCIPAL ACTIVITY

The principal activity of the company is to regulate, control the use of and maintain the property and building known as 3 & 5 Cadogan Gardens, London SW3.

The expenses for the year amounted to £32,040 against levies of £29,659. The company receives reimbursement of expenses incurred by contributions from lessees of the flats within the property under the covenants within their leases. The deficit will be demanded from the lessees.

### 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.

### DIRECTORS AND THEIR INTEREST IN SHARES

The following were the directors during the year:

M E Hollis J S Nounou N K Nounou

Their beneficial interests in the £1 Ordinary Shares of the company and the £0.01 Ordinary Shares were as follows:

	30.9.97		30.9.96	
	Ordinary £1	Ordinary £0.01	Ordinary £1	Ordinary £0.01
M E Hollis J S Nounou and	12	1,314	12	1,314
N K Nounou (held jointly)	12	1,651	12	1,651

### DIRECTORS' REPORT (continued)

### **AUDITORS**

A resolution to re-appoint Saffery Champness as auditors for the ensuing year will be put to the members at the annual general meeting in accordance with S.384(1) of the Companies Act 1985, and the directors be authorised to fix their remuneration.

By order of the board

M E Hollis Secretary

Fairfax House Fulwood Place Gray's Inn London WC1V 6UB

10 February 1998

### AUDITORS' REPORT TO THE SHAREHOLDERS

We have audited the financial statements on pages 3 to 5.

### RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

As described in the directors' report on page 1, 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 Practice 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 affairs of the company as at 30 September 1997 and of its result for the year then ended and have been properly prepared in accordance with the Companies Act 1985 applicable to small companies.

SAFFERY CHAMPNESS

Chartered Accountants

Registered Auditors

Fairfax House

Fulwood Place

Gray's Inn

London

WC1V 6UB

10 February 1998

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 SEPTEMBER 1997

	Note	1997	1996
Contributions recoverable from lessees		32,040	27,428
Operating expenses Administration expenses	3	28,287 3,753 (32,040	$ \begin{array}{c} 23,791 \\ \underline{3,637} \\ 0 \end{array} $ (27,428)
Interest received gross		(32,040	
Taxation	4	<u>(12</u> 41	(44)
Transfer to reserve fund		(41 £Nii	

The notes on page 5 form part of the these financial statements.

There are no recognised gains or losses other than those in the income and expenditure account.

### BALANCE SHEET 30 SEPTEMBER 1997

	Note	1997	1996
CURRENT ASSETS			
Debtors and prepayments Monies held by agents		14,356 <u>242</u> 14,598	$   \begin{array}{r}     10,121 \\     3,502 \\     \hline     13,623   \end{array} $
CURRENT LIABILITIES			
CREDITORS			
Bank overdraft Monies received in advance Creditors and accruals Corporation Tax due  PROVISION FOR LIABILITIES AND CHARGES	5	$ \begin{array}{r} 1,329 \\ 3,689 \\ 4,012 \\ \hline                                   $	5,319
CAPITAL AND RESERVES			
10,000 Ordinary shares of £0.01 each 96 Ordinary shares of £1 each		100 96 £196	96

Approved by the board on 10 February 1998

M E Hollis

Directors

J S Nounou

The notes on page 5 form part of these financial statements.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 1997

### 1 ACCOUNTING POLICIES

### a) Basis of Accounting

The financial statements have been prepared under the historical cost convention and other applicable accounting policies.

### b) Interest Receivable

Interest earned on deposit is brought to credit when received and has been transferred to the reserve fund.

2	EMPLOYEES	1997	1996		
	Staff costs during the year				
	Wages	£3,159	£2,743		
	No remuneration was payable to the directors in respect of the year (1996 - £Nil).				
	The company has one employee.				
3	ADMINISTRATION EXPENSES	1997	1996		
	Administration expenses include:				
	Management and professional fees Audit fee	£2,375 £425	£2,340 £400		
4	TAXATION				
	Corporation tax @ 22.5% on interest received during the year	£12	£44 ==		
5	PROVISION FOR LIABILITIES AND CHARGES				
	Reserve Fund				
	Balance at 1 October 1996 Interest received (net) Transfers into the fund - on account Balance at 30 September 1997	5,319 41 - £5,360	2,180 139 3,000 £5,319		
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