

COMPANY REGISTRATION NUMBER 02001028

**CHARLOTTE HOUSE MANAGEMENT LIMITED**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR**  
**31 MARCH 2015**

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# **CHARLOTTE HOUSE MANAGEMENT LIMITED**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2015**

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# **CHARLOTTE HOUSE MANAGEMENT LIMITED**

## **DIRECTORS' REPORT**

**YEAR ENDED 31 MARCH 2015**

The directors present their report and the unaudited financial statements of the company for the year ended 31 March 2015.

### **PRINCIPAL ACTIVITIES**

The company's principal activity continued to be that of the management and maintenance of Charlotte House, 8 Bramley Hill, Croydon.

### **DIRECTORS**

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

Miss S Stafford  
Mr M Santarini

### **SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Registered office:  
Charlotte House  
8 Bramley Hill  
South Croydon  
Surrey  
CR2 6LY

Signed by order of the directors



Miss Suzanne Stafford  
Company Secretary

Approved by the directors on 18 November 2015

**CHARLOTTE HOUSE MANAGEMENT LIMITED**  
**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF**  
**DIRECTORS ON THE UNAUDITED ACCOUNTS OF CHARLOTTE HOUSE**  
**MANAGEMENT LIMITED**  
**YEAR ENDED 31 MARCH 2015**

In accordance with our terms of engagement, and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company which comprise the Income and Expenditure Account, Balance Sheet and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet as at 31 March 2015 your duty to ensure that the company has kept adequate accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



COOLEY & CO  
Chartered Accountants

Sampuran House  
3a Chislehurst Road  
Orpington  
Kent  
BR6 0DF

19 November 2015

**CHARLOTTE HOUSE MANAGEMENT LIMITED**  
**INCOME AND EXPENDITURE ACCOUNT**  
**YEAR ENDED 31 MARCH 2015**

	Note	2015 £	2014 £
<b>TURNOVER</b>		<b>5,664</b>	4,500
Administrative expenses		7,158	4,160
		<hr/>	<hr/>
<b>(DEFICIT)/SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		<b>(1,494)</b>	340
Tax on (deficit)/surplus on ordinary activities		—	—
		<hr/>	<hr/>
<b>(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR</b>		<b><u>(1,494)</u></b>	<b><u>340</u></b>

The notes on pages 5 to 6 form part of these financial statements.

# CHARLOTTE HOUSE MANAGEMENT LIMITED

## BALANCE SHEET

31 MARCH 2015

	Note	2015 £	£	2014 £
<b>CURRENT ASSETS</b>				
Debtors	2	15		10
Cash at bank		<u>1,925</u>		<u>3,424</u>
		1,940		3,434
<b>CREDITORS: Amounts falling due within one year</b>	3	<u>576</u>		<u>576</u>
<b>NET CURRENT ASSETS</b>			<u>1,364</u>	<u>2,858</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>1,364</u>	<u>2,858</u>
<b>CAPITAL AND RESERVES</b>				
Called-up equity share capital	5		5	5
Redecoration and maintenance reserve	6		<u>1,359</u>	<u>2,853</u>
<b>SHAREHOLDERS' FUNDS</b>			<u>1,364</u>	<u>2,858</u>

For the year ended 31 March 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' 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; and
- 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 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These accounts were approved by the directors and authorised for issue on 18 November 2015, and are signed on their behalf by:



Miss S Stafford  
Director

Company Registration Number: 02001028

The notes on pages 5 to 6 form part of these financial statements.

# CHARLOTTE HOUSE MANAGEMENT LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

### 1. ACCOUNTING POLICIES

#### Basis of accounting

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).

#### Turnover

Turnover represents service charges receivable from the residential lessees.

### 2. DEBTORS

	2015	2014
	£	£
Trade debtors	<u>15</u>	<u>10</u>

### 3. CREDITORS: Amounts falling due within one year

	2015	2014
	£	£
Other creditors	<u>576</u>	<u>576</u>

### 4. RELATED PARTY TRANSACTIONS

All of the shareholders, including the directors, are residents of the property managed by the company. Each shareholder paid annual service charges of £1,135 (2014 - £900).

The company meets all of the administrative costs of Charlotte House Freeholders Limited, the company which owns the property freehold and is owned by the shareholders of Charlotte House Management Limited.

# CHARLOTTE HOUSE MANAGEMENT LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

### 5. SHARE CAPITAL

#### Authorised share capital:

	2015 £	2014 £
5 Ordinary 'A' shares of £0.25 each	1	1
15 Ordinary 'B' shares of £0.25 each	4	4
	<u>5</u>	<u>5</u>

#### Allotted, called up and fully paid:

	2015		2014	
	No	£	No	£
Ordinary 'A' shares of £0.25 each	5	1	5	1
Ordinary 'B' shares of £0.25 each	15	4	15	4
	<u>20</u>	<u>5</u>	<u>20</u>	<u>5</u>

### 6. REDECORATION AND MAINTENANCE RESERVE

	2015 £	2014 £
<b>Reserve 2 balance brought forward:</b>		
Balance brought forward	2,853	2,513
Transfer (to)/from the Income and Expenditure Account	(1,494)	340
	<u>1,359</u>	<u>2,853</u>

### 7. INCOME AND EXPENDITURE ACCOUNT

	2015 £	2014 £
(Deficiency)/surplus for the financial year	(1,494)	340
Transfer to redecoration and maintenance reserve	1,494	(340)
	<u>-</u>	<u>-</u>
Balance carried forward	-	-