

Company Number 02582464

MUNSTER MANAGEMENT COMPANY LTD

FINANCIAL ACCOUNTS FOR THE  
YEAR ENDED 28.2.02

Prepared by:

Ms H E Dickinson, BA, ACMA  
Accountant

Signed by Company Secretary:

*F Matthews*

FRANCESCA MATTHEWS



A44	*A1UKNGU4*	0666
COMPANIES HOUSE		19/12/02
A49	*A9RSIGJ2*	0200
COMPANIES HOUSE		07/12/02

**MUNSTER MANAGEMENT COMPANY LTD**

**FINANCIAL ACCOUNTS FOR THE  
YEAR ENDED 28.2.02**

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1. Accountants' Certificate
2. Trading and Profit and Loss Account
3. Balance Sheet

# Munster Management Company Limited

## Accounts to 28 February 2002

### Report of the directors

The directors submit their annual report and the company's accounts for the year ended 28 February 2002.

### Principal Activity

The company's principal activity is that of flat management. The company is non-profit making in that all expenditure incurred on behalf of 200 Munster Road, London, SW6 6AU is recovered.

### Directors

The directors who served during the year and their beneficial interest in the company's issued ordinary share capital at the beginning and the end of the year were as follows:

	Ordinary £1 Shares As at 28.02.02	Ordinary £1 Shares As at 28.02.01
H Blades	1	1
A Burnett	1	-
N Short	-	1
F Matthews	1	-

### Director's Responsibilities

Company law requires the directors to prepare accounts for each financial year which gives 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 accounts, the directors are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Follow applicable accounting standards, subject to any material departures disclosed and explained in the accounts.
- Prepare the accounts 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 accounts comply with the Companies Act 1985. They are responsible for safeguarding the assets of the company hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In preparing the above report, the directors have taken advantage of special exemptions applicable to small companies provided by part II of schedule 8 to the Companies Act 1985.

Signed on behalf of the board



F Matthews – Company Secretary



Approved by the board

**Munster Management Company Ltd**

**Accountants' Certificate**

In accordance with instructions given to me, I have prepared, without carrying out an audit, the trading and profit and loss account and balance sheet from your accounting records and from information and explanations supplied to me.

'Darnaway'  
Thinholme Lane  
Westwoodside  
Doncaster  
DN9 2DY

Ms H E Dickinson, BA, ACMA  
Accountant

26 November 2002

MUNSTER MANAGEMENT COMPANY LTD

ACCOUNTS TO 28.2.02

PROFIT AND LOSS ACCOUNT FOR THE YEAR TO 28.2.02

	2002	2001
Service Charges receivable	1,852	1,240
Interest Received	<u>19</u>	<u>19</u>
	1,870	1,259
<u>Less Expenses</u>		
Insurance	(940)	377
Sundry Expenses	15	15
Accountancy	25	75
Repairs and Maintenance	<u>56</u>	<u>1,786</u>
	844	(2,253)
Surplus / (Deficit) for the year	<u><u>2,714</u></u>	<u><u>(994)</u></u>

**MUNSTER MANAGEMENT COMPANY LTD**

**ACCOUNTS TO 28.2.02**

**BALANCE SHEET AS AT 28.2.02**

	2002	2001
<b>Freehold Property</b>	1	1
<u><b>Current Assets</b></u>		
Cash at Bank and in Hand	3,888	1,351
Debtors and Prepayments	231	206
	<u>4,119</u>	<u>1,556</u>
<u><b>Current Liabilities</b></u>		
Other Creditors	25	176
<b>Net Current Assets</b>	<u>4,094</u>	<u>1,380</u>
<b>Total Assets</b>	<u><u>4,095</u></u>	<u><u>1,381</u></u>
<b>Represented By:-</b>		
Called up Share Capital issued and fully paid		
3 ordinary shares of £1 each	3	3
Retained Profits	1,378	2,372
Profit for the year	2,714	(994)
	<u><u>4,095</u></u>	<u><u>1,381</u></u>

**Munster Management Company Limited Accounts**  
**For the period 01.03.01 to 28.02.02**

Balance Sheet continued

For the year ended 28 February 2002 the company was entitled to exemption from audit under S249A(1) Companies Act 1985 and no notice has been deposited under S249B(2). The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with S221 of the Companies Act 1985 and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the periods of its profit for the financial period in accordance with the requirements of S226, and which otherwise comply with the requirements of the Companies Act 1985 so far as applicable to the company. The directors have taken advantage of special exemptions conferred by part 1 of schedule 8 to the Companies Act 1985 applicable to small companies in the preparation of the accounts and have done so on the grounds that, in their opinion, the company qualifies as a small company.

Signed on behalf of the board of directors.



F D B Matthews – Company Secretary



Approved by the board.

# MUNSTER MANAGEMENT COMPANY LTD

## ACCOUNTS TO 28.2.02

### Workings

Opening Bank balance as at 1.3.01		1,350.62	
Income	Flat A	600.00	12 @ 50
	Flat B	600.00	12 @ 50
	Flat C	<u>600.00</u>	12 @ 50
		1,800.00	
Creditor Flat C refunded to tenant		75.72 (125.00)	3 @ 25.24

Interest Received 18.54

### Expenses

Companies House	(15.00)	
Repairs to roof & guttering	(56.00)	
Accountant	(75.00)	00/01 yr end creditor
Due back from Building Society - u/p cheque	(75.00)	
Insurance claims	1,301.25	
Insurance	<u>(312.00)</u>	768.25

### Closing Bank Balance as at 28.2.02

3,888.13

Trial Balance	Opening Balance 1.3.01	Rev p/p accruals	Bank	01/02 p/pments & accruals	Closing Balance 28.2.02
Service Charges receivable	0.00		(1,800.00)	(51.68)	(1,851.68)
Insurance reclaim	0.00		(1,301.25)		(1,301.25)
Interest Received	0.00		(18.54)		(18.54)
Insurance	0.00	205.62	312.00	(156.00)	361.62
Sundry Expenses	0.00		15.00		15.00
Accountancy	0.00	(75.00)	75.00	25.00	25.00
Repairs and Maintenance	0.00		56.00		56.00
Freehold Property	1.00				1.00
Cash at Bank and in Hand	1,350.62		2,537.51		3,888.13
Debtors and Prepayments	205.62	(205.62)	75.00	156.00	231.00
Other Creditors	(175.96)	75.00	49.28	26.68	(25.00) acct
3 ordinary shares of £1 each	(3.00)				(3.00)
Retained Profits	(1,378.28)				(1,378.28)
	0.00	0.00	0.00	0.00	0.00

### Insurance

prepay 1.3.02 to 31.8.02 312.00/2 156.00

### Accountancy

Accrue 01/02 accounts 25.00



**Minutes of the Annual General Meeting  
Munster Management Company Limited**

**Held at:** 200A Munster Road  
London  
SW6 6AU

**On:** 4 April 2002

**Present:** H M M Blades  
F D B Matthews  
A Burnett

**Notice:** The Secretary read the notice concerning the meeting.

**Minutes:** The Minutes of the previous meeting held were taken as read.

**Accounts:** It was resolved that the Directors' Report and financial statements for year ended 28 February 2002 and are hereby approved.

There being no further business the meeting was closed.

F Matthews

*F Matthews*