

**SEAFORTH AND RICHMOND LODGE MANAGEMENT LIMITED****COMPANY INFORMATION**

<b>Directors</b>	Mrs L J Carey Mr S F Remfry
<b>Secretary</b>	Mrs L S Hernandez (Accounting Technician)
<b>Company Number</b>	309359 <sup>6</sup> (England & Wales)
<b>Registered Office</b>	Hilltop 13 Bon Accord Road Swanage Dorset BH19 2DN
<b>Bankers</b>	Lloyds TSB 3 South Street, Wareham, Dorset, BH20 4LX



**SEAFORTH AND RICHMOND LODGE MANAGEMENT LIMITED**

**REPORT OF THE DIRECTORS**

**FOR THE YEAR ENDED 31ST DECEMBER 2002**

The Directors present their annual report and the accounts of the Company for the year ended 31st December 2002.

**PRINCIPAL ACTIVITY**

The principal activity of the Company is that of the management of the blocks of flats known as Seaforth Lodge and Richmond Lodge, Victoria Avenue, Swanage, Dorset.

**DIRECTORS**

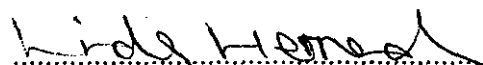
The directors in office during the year and their beneficial interests in the Company's issued ordinary share capital were as follows:-

	<b>Ordinary shares of £1 each</b>	
	<b>1 January 2002</b>	<b>31 December 2002</b>
Mrs F A Blashfield	1	1
Mrs L J Carey	1	1
Mr C F Remfry	1	1

**SMALL COMPANY EXEMPTIONS**

This report is prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small companies.

Signed on behalf of the board of directors.



Mrs L S Hernandez  
Secretary

**SEAFORTH AND RICHMOND LODGE MANAGEMENT LIMITED**

**MAINTENANCE FUND ACCOUNT**

**FOR THE YEAR ENDED 31ST DECEMBER 2002**

	<b><u>2002</u></b>	<b><u>2001</u></b>
<b><u>Income:</u></b>		
Maintenance Service Charge	4600	4432
Exterior Painting Contributions	1800	1200
	<hr/>	<hr/>
	6400	5632
Ground Rent & Insurance	33	30
Interest Received	5	16
	<hr/>	<hr/>
	6438	6392
<b><u>Less Expenses:</u></b>		
Building Insurance	857	1424
Officers Insurance	252	252
Management Fees	720	660
Accountants Fees	150	150
Garage Door Painting	-	714
Cleaning	726	540
Window Cleaning	316	269
Gardening	230	246
Exterior Decorating	2626	-
Smoke Alarms	432	-
Repairs	15	36
Electricity	107	106
Postage & Telephone	25	27
Sundry Expenses	53	15
	<hr/>	<hr/>
	6509	4439
<b><u>Surplus/(Deficit) for Year</u></b>	<b>(71)</b>	<b>1953</b>
Balance Brought Forward	4190	2237
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Balance Carried Forward	4119	4190
	<hr/>	<hr/>

**SEAFORTH AND RICHMOND LODGE MANAGEMENT LIMITED****BALANCE SHEET****AS AT 31ST DECEMBER 2002**

	<u>Notes</u>	<u>2002</u>	<u>2001</u>
<b><u>CURRENT ASSETS</u></b>			
Debtors	2	2021	564
Cash at Bank		3376	4417
		—	—
		5397	4981
<b><u>CREDITORS</u></b> - amounts due within one year	3	(1266)	(776)
		—	—
<b><u>NET CURRENT ASSETS</u></b>		4131	4205
		=====	=====
<b><u>CAPITAL &amp; RESERVES</u></b>			
Share Capital	4	12	15
Maintenance Fund		4119	2990
Exterior Painting Reserve		-	1200
		—	—
<b><u>TOTAL SHAREHOLDER'S FUNDS</u></b>		4131	4205
		=====	=====

continued.....

**SEAFORTH AND RICHMOND LODGE MANAGEMENT LIMITED****BALANCE SHEET**  
**(continued)**  
**AS AT 31ST DECEMBER 2002**

For the year ended 31st December 2002 the company was entitled to exemption under section 249A(1) of the Companies Act 1985.

Members have not required the company to obtain an audit in accordance with section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibility for ensuring the company keeps accounting records which comply with section 221 and 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 section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions in part VII of the Companies Act 1985 relating to small companies.

Signed on behalf of the board  
of directors

  
.....  
Director

The notes on page 5 form part of these accounts

**SEAFORTH AND RICHMOND LODGE MANAGEMENT LIMITED**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2002**

**1. ACCOUNTING POLICIES**

**Basis of Accounting**

The Accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards.

**Cash Flow Statement**

The company has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is a small company.

**Turnover**

The turnover of the company is attributable to the principal activity of the company; property management.

	<b><u>2002</u></b>	<b><u>2001</u></b>
<b>2. <u>DEBTORS:</u> Due within one year</b>		
Maintenance due	1307	564
Prepayments	714	-
	<hr/>	<hr/>
	2021	564
	<hr/>	<hr/>
<b>3. <u>CREDITORS:</u> Due within one year</b>		
Sundry Creditors	1266	776
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<b>4. <u>SHARE CAPITAL</u></b>		
Authorised and issued		
12 Ordinary share of £1 each	12	12
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