

**DUNCROFT MANOR MANAGEMENT COMPANY LIMITED**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2008**

	<u>Contents</u>
Page	
1	Report of the Directors
2	Profit and Loss Account
3	Balance Sheet
4	Notes to the Financial Statements

SATURDAY



A09 \*AGFH8EKS\* 490  
31/10/2009  
COMPANIES HOUSE

JUSTICE & CO  
Chartered Accountants

**DUNCROFT MANOR MANAGEMENT COMPANY LIMITED**

**REPORT OF THE DIRECTORS**

**FOR THE YEAR ENDED 31ST DECEMBER 2008**

The directors have pleasure in presenting their report and financial statements for the year ended 31st December 2008.

**Principal Activity**

The company activity of the company has been the management of the flats and grounds at Duncroft Manor, Vicarage Road, Staines, Middlesex.

**Directors**

The directors who served during the year were as follows:

F.R.J. Hawkins  
Miss F.C. Lesbros

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

**By Order of the Board**



Director

Date.....20/10/08

**DUNCROFT MANOR MANAGEMENT COMPANY LIMITED****PROFIT AND LOSS ACCOUNT****FOR THE YEAR ENDED 31ST DECEMBER 2008**

	Notes	<u>2008</u>		<u>2007</u>	
		£	£	£	£
Income	(1b)		34,630		26,850
<b>Expenditure</b>					
Building and Administration		11,301		19,393	
Security		4,785		794	
Grounds Maintenance		<u>12,081</u>	28,167	<u>9,830</u>	30,017
<b>Operating Surplus/(Deficit) for the Year, before taxation</b>			<u>6,463</u>		<u>(3,167)</u>
Taxation	2		-		-
<b>Surplus/(Deficit) for the Financial Year</b>			<u><u>£6,463</u></u>		<u><u>£(3,167)</u></u>

**DUNCROFT MANOR MANAGEMENT COMPANY LIMITED****BALANCE SHEET****AS AT 31ST DECEMBER 2008**

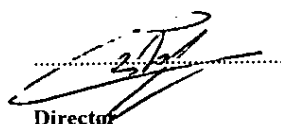
	Notes	<u>2008</u>	<u>2007</u>
		£	£
<b>Current Assets</b>			
Arrears of Service and Other Charges		3,204	1,304
Sundry Debtors and Prepayments		2,873	1,148
Cash at Bank		28,094	20,438
		<u>34,171</u>	<u>22,890</u>
<b>Creditors: Amounts falling due within one year</b>			
Service Charges paid in Advance		5,663	3,535
Sundry Creditors and Accruals		3,155	466
		<u>8,818</u>	<u>4,001</u>
<b>Net Current Assets</b>		25,353	18,889
<b>Net Assets</b>		<u>£25,353</u>	<u>£18,889</u>
<b>Capital and Reserves</b>			
Called Up Share Capital	3	12	12
Service Charge Fund Balances:			
Building and Administration	4	14,122	9,342
Security	4	5,980	3,715
Grounds	4	5,239	5,820
		<u>£25,353</u>	<u>£18,889</u>

For the financial year ended 31st December 2008 the company was entitled to exemption from audit under section 249A (1) Companies Act 1985; and no notice has been deposited under section 249 B (2). The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 221 of the Act and preparing financial statements which give a true and fair view of the state of affairs of the company as at the year end and of its results for the financial year in accordance with the requirements of section 226 and which otherwise comply with the requirements of the Companies Act 1985, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Reporting Standard for Smaller Entities (effective January 2007).

These financial statements were approved by the Board of Directors on

and signed on its behalf by:



Director

F LESB20

**DUNCROFT MANOR MANAGEMENT COMPANY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2008**

**1 Accounting policies**

The following accounting policies have been consistently applied in dealing with the items which are considered material in relation to the company's financial statements:

**Basis of preparation**

The financial statements have been prepared under the historical cost accounting rules and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

**Turnover**

The company's income is derived from service charge contributions receivable from owners of flats and houses towards the common costs of maintaining the building and grounds.

**2 Taxation**

The company is only taxed on its investment income, if any.

**3 Called Up Share Capital**

	<b><u>2008</u></b>	<b><u>2007</u></b>
Authorised, Allotted, Issued and Fully Paid:		
12 Ordinary Shares of £1 each	<u>£12</u>	<u>£12</u>

**4 Service Charge Funds**

	<b><u>Total</u></b>	<b><u>Building and</u></b>	<b><u>Security</u></b>	<b><u>Grounds</u></b>
	<b><u>£</u></b>	<b><u>Administration</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
Balance at 1st January 2008	18,877	9,342	3,715	5,820
Service Charges Demanded	34,630	16,080	7,050	11,500
Expenditure	(28,166)	(11,300)	(4,785)	(12,081)
Balance at 31st December 2008	<u>£25,341</u>	<u>£14,122</u>	<u>£5,980</u>	<u>£5,239</u>

The above Funds are held on trust for the benefit of the lessees and are apportioned to the lessees in accordance with the details contained in their leases.