# DIRECTORS' REPORT AND FINANCIAL STATEMENTS

# FOR THE YEAR ENDED

# 31 MARCH 2018

(Company No 03251696 - Registered in England & Wales)



Mark Seldon & Co
- Chartered Accountant 10 Sherwood Close
Bracknell
Berkshire RG12 2SB

# **Company Information**

Company Number - 03251696

Directors - A M L Martins

Company Secretary - N J T Pedersen

Registered Office - 17 Dukes Ride

Crowthorne

Berkshire RG45 6LZ

Bankers HSBC Bank PLC

Landowne House 74 High Street

Alton

Hampshire GU34 1EZ

Accountant - Mark Seldon & Co

Chartered Accountant 10 Sherwood Close

Bracknell

Berkshire RG12 2SB

# REPORT OF THE DIRECTORS

### For the Year Ended 31 March 2018

The directors present their Report and Financial Statements of the Company for the year ended 31 March 2018.

### REVIEW OF THE BUSINESS

The principal activity of the Company is the trustee management and maintenance of the common parts block of twelve long leasehold flats, known as 4-6 Bath Road, Reading, Berkshire. Under its Memorandum of Association, the Company is non profit making, whereby all its income must be applied towards the Company's objects, as set out therein.

### **DIRECTORS**

The directors of the Company throughout the period, together with the beneficial interests of those serving at the 31 March 2018 in its ordinary share capital at that date and 31 March 2017, or at their date of appointment (\*), were as follows

Ordinary Shares of £1 each

2018 2017

A M L Martins

1 1

On 6 June 2018 Miss E F Jones was appointed as a director of the Company

## **DIRECTORS' RESPONSIBILITIES**

Company law requires the directors to prepare financial statements for each year which give a true and fair view of the state of affairs of the company and of its income and expenditure for that period. In preparing the 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 ensuring that the financial statements comply with the Companies Act 2006.

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.

### REPORT OF THE DIRECTORS

For the Year Ended 31 March 2018 (continued)

## **AUDITORS**

The Company has taken advantage of the exemption, conferred by S477 Companies Act 2006, not to have these accounts audited and the directors confirm that no notice has been deposited under S.476.

The directors have taken advantage in the preparation of their report of the exemptions applicable to small companies as set out in Chapter 5 of Part 15 of the Companies Act 2006.

Signed on behalf of the Board

N J T PEDERSEN

**Company Secretary** 

9 ~ 8 - 2018

Registered Office:

17 Dukes Ride

Crowthorne

Berkshire RG45 6LZ

# INCOME AND EXPENDITURE ACCOUNT

# For the Year Ended 31 March 2018

		2018		2017	
	Note	£	£	£	£
INCOME					
Members' maintenance contribut	ions		13,247		13,247
EXPENDITURE					
Cleaning		1,180		720	
Gardening		450		450	
General maintenance		913		2,069	
Prior year maintenance correctio	n	(490)		-	
Insurance claim received		(950)		-	
Gas usage		2,634	,	2,590	
Electricity		307		334	
Property management fees		2,200		2,188	
Insurance		2,886		2,784	
Statutory fees		13		13	
Legal Fees		591		_	
Accountancy		456		450	
Sundry expenses	_	17			_
			10,077		11,599
OPERATING SURPLUS			3,040		1,648
INVESTMENT INCOME					
Bank interest received gross	1 <b>c</b>				· 1
NET SURPLUS TRANSFERRED TO CONTINGENCY RESERVE	7		£ 3,040		£ 1,649

All of the operations undertaken by the Company during the period under review are continuing operations

The Company has no recognised gains and losses for the year other than the surplus disclosed above.

The notes on pages 6 and 7 form an integral part of these financial statements

### **BALANCE SHEET**

### As at 31 March 2018

		2	2018		2017	
	Notes	£	£	£	£	
CURRENT ASSETS						
Debtors	3	513		5,653		
Cash at Bank		21,694		12,767		
		22,207		18,420		
CURRENT LIABILITIES  Creditors falling due within one year:	4	4,018		3,271		
NET CURRENT ASSETS			18,189		15,149	
NET ASSETS		d	£ 18,189		£ <u>15,149</u>	
Represented by:						
CAPITAL AND RESERVES						
Share capital	5		12		12	
Contingency Reserve	6		18,177		15,137	
		4	£ 18,189	;	£ 15,149	

These financial statements have been prepared in accordance with the special provisions of Part XV of the Companies Act 2006 relating to small companies.

The exemption, conferred by S.477 Companies Act 2006, not to have these accounts audited applies to the Company for the year under review and the directors confirm that no notice has been deposited under S.476 Companies Act 2006 in respect of that year.

The directors acknowledge their responsibilities for ensuring that:

- (i) The Company keeps accounting records which comply with S.386 Companies Act 2006, and
- (ii) The accounts give a true and fair view of the state of affairs of the Company as at 31 March 2018 and of its income and expenditure for the year then ended, in accordance with the requirements of S.393 and otherwise comply with the requirements of Companies Act 2006 relating to its accounts, so far as is applicable to a 'small company'.

Approved by the Board on 4 August 2018 and signed on its behalf by:

AML MARTINS - Director

The notes on pages 6 and 7 form an integral part of these financial statements

### NOTES TO THE FINANCIAL STATEMENTS

### As at 31 March 2018

### 1. ACCOUNTING POLICIES

- a) The financial statements are prepared under the historical cost accounting convention and cover year ended 31 March 2018.
- b) The Company's sole source of funds is derived from contributions from members towards the upkeep and maintenance of the common parts of the property, specifically referred to in the Memorandum of Association, and interest on surplus funds held at any one time. Consequently all surpluses of funds receivable over expenditure incurred are held in a contingency reserve to be applied towards the primary objective of the Company in future years. The net assets that represent this reserve are held by the Company in trust for the owners of the residential units, who are the members of the Company.
- c) As a result of the nature of the principal business, set out in (b) above, the directors have decided to depart from the required profit and loss formats, set out in S.396 Companies Act 2006 and related Regulations, and adopt an Income and Expenditure format that more appropriately reflects the activity of the Company.
- d) Corporation tax is payable on any investment income generated by the Company, but the Company is currently treated By H M Revenue & Customs as a dormant company for tax purposes as its investment income is minimal.

### 2. ADMINISTRATIVE EXPENSES

None of the directors received any remuneration during the year (2017 - £Nil).

### 3. DEBTORS

J.	DEDTORO	2018 £	2017 £
	Members contributions Prepayments and accrued income	98 415	2,631 3,022
		£ 513	£_5,653
4	CREDITORS FALLING DUE WITHIN ONE YEAR	2018	2017
	Members contributions	£ 137	£ 200
	Accrual expenditure and deferred income	3,881	3,071
		£_4,018	£ 3,271

# NOTES TO THE FINANCIAL STATEMENTS

# As at 31 March 2018

5.	CALLED UP SHARE CAPITAL		
		2018	2017
		£	£
	Allotted, called up and fully paid:		
	12 Ordinary Share of £1 each	£ 12 £	12
6.	CONTINGENCY RESERVE:		
	•	2018	2017
		£	£
	As at 1 April	15,137 1	3,488
	Surplus transferred from		
	Income and Expenditure Account		<u>2,138</u>
	As at 31 March	£ <u>18,177</u> £ <u>1</u>	5,137