#### THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED **DIRECTOR'S REPORT AND FINANCIAL STATEMENTS** FOR THE YEAR ENDED 31 DECEMBER 2007

Company Registration No 3785721 (England and Wales)



**COMPANIES HOUSE** 

#### Alan Cooper Saunders Angel

**Chartered Accountants** Kenton House 666 Kenton Road Harrow, Middlesex HA3 9QN

#### **COMPANY INFORMATION**

Director

A Mullick

(Appointed 29 May 2007)

Secretary

E Benveniste

Company number

3785721

Registered office

2 The Manor House 23A Eastbury Avenue

Northwood Middlesex HA6 3LT

**Accountants** 

Alan Cooper Saunders Angel

**Chartered Accountants** 

Kenton House 666 Kenton Road Harrow, Middlesex

HA3 9QN

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#### DIRECTOR'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2007

The director presents his report and financial statements for the year ended 31 December 2007

#### Principal activities

The principal activity of the company in the year under review was that of the management and administration, on a non profit making basis, of the communal areas relating to the development on behalf of the property owners, lessees or tenants

#### **Directors**

The following directors have held office since 1 January 2007

A Mullick

(Appointed 29 May 2007)

P H McCarthy

(Deceased 29 April 2007)

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

On behalf of the board

Mr A Mullick

Director

Date 6 April 28

# ACCOUNTANTS' REPORT TO THE DIRECTOR ON THE UNAUDITED ACCOUNTS OF THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED

In accordance with our engagement letter dated 25th August 2004, and in order to assist you to fulfil your duties under the Companies Act 1985, we have compiled the financial statements of the company which comprise the Profit and Loss Account and the 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 for the year ended 31 December 2007, your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 1985. 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

Clar Cooper Saunders Angel
Alan Cooper Saunders Angel

**Chartered Accountants** 

Kenton House 666 Kenton Road Harrow, Middlesex

HA3 9QN

Date 22/04/08

### PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2007

	Notes	2007 £	2006 £
Turnover		13,500	13,500
Administrative expenses		(10,313)	(18,426)
Operating profit/(loss)		3,187	(4,926)
Other interest receivable and similar income	2	342	267
Profit/(loss) on ordinary activities before taxation		3,529	(4,659)
Tax on profit/(loss) on ordinary activities		-	-
Profit/(local) on ordinary activities		<del></del>	<del></del>
Profit/(loss) on ordinary activities after taxation	5	3,529	(4,659)

#### BALANCE SHEET AS AT 31 DECEMBER 2007

·-		· —		_	
		2007		2006	
	Notes	£	£	£	£
Current assets					
Debtors	3	478		2,187	
Cash at bank and in hand		14,038		8,547	
		14,516		10,734	
Creditors amounts falling due within					
one year	4	(3,024)		(2,771)	
Total assets less current liabilities			11,492		7,963
Capital and reserves					
Profit and loss account	5		11,492		7,963
Shareholders' funds			11,492		7,963
			<del></del>		

In preparing these financial statements

- (a) The director is of the opinion that the company is entitled to the exemption from audit conferred by Section 249A(1) of the Companies Act 1985,
- (b) No notice has been deposited under Section 249B(2) of the Companies Act 1985, and
- (c) The director acknowledges his responsibilities for
  - (i) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985, and
  - (ii) 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 this Act relating to accounts, so far as applicable to the company

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

The financial statements were approved by the Board on financial statements were approved by the Board on

Mr A Mullick
Director

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2007

1	Accounting policies		
1.1	Accounting convention  The financial statements are prepared under the historical cost convention and Financial Reporting Standard for Smaller Entities (effective January 2007)	in accorda	nce with the
1 2	Turnover Turnover represents net invoiced sales of services and contribution towards admit	nistrative co	sts
2	Investment income	2007 £	2006 £
	Bank interest	342	267
3	Debtors	2007 £	2006 £
	Other debtors	478	2,187
4	Creditors. amounts falling due within one year	2007 £	2006 £
	Other creditors	3,024	2,771
5	Statement of movements on profit and loss account		Profit and loss account £
	Balance at 1 January 2007 Profit for the year		7,963 3,529
	Balance at 31 December 2007		11,492

#### **MANAGEMENT INFORMATION**

FOR THE YEAR ENDED 31 DECEMBER 2007

### DETAILED TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2007

	£	2007 £	£	2006 £
Turnover Service charge receivable	_	13,500	_	13,500
Administrative expenses		(10,313)		(18,426)
Operating profit/(loss)		3,187		(4,926)
Other interest receivable and similar income Bank interest - received		342		267
Profit/(loss) before taxation	26 14%	3,529	34 51%	(4,659)

### SCHEDULE OF ADMINISTRATIVE EXPENSES FOR THE YEAR ENDED 31 DECEMBER 2007

	2007	2006
	£	£
Administrative expenses		
Electricity	501	549
Maintenance	2,879	11,629
Building insurance	1,790	1,814
Entry phone maintenance	343	206
Annual return fee	60	60
Pump station maintenance	655	631
Gate maintenance	717	452
Communal water rates	70	106
Lift maintenance	867	447
Telephone	200	162
Legal and professional fees	242	411
Management charges	1,203	1,163
Audit & accountancy fee	739	726
Bank charges	49	71
Sundry expenses - allowable	(2)	(1)
	10,313	18,426
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