

REGISTERED NUMBER: 03870410 (England and Wales)

Report of the Directors and  
Financial Statements  
for the Year Ended 31 December 2010  
for  
25 WHITEHALL MANAGEMENT LIMITED

THURSDAY



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for the Year Ended 31 DECEMBER 2010

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25 WHITEHALL MANAGEMENT LIMITED

Company Information  
for the Year Ended 31 DECEMBER 2010

**DIRECTORS**

M Cridge  
P Gosling  
Ms O K F Neuberger

**SECRETARY**

Wilson & Co Secretaries Ltd

**REGISTERED OFFICE:**

Mayesfield  
Mayes Lane  
Danbury  
Chelmsford  
Essex  
CM3 4NJ

**REGISTERED NUMBER.**

03870410 (England and Wales)

**AUDITORS**

The Norton Practice  
Registered Auditors  
Highlands House  
Basingstoke Road  
Spencers Wood  
Reading  
Berkshire  
RG7 1NT

**BANKERS**

National Westminster  
21 Eastgate Street  
Gloucester  
GL1 1NH

25 WHITEHALL MANAGEMENT LIMITED (REGISTERED NUMBER 3870410)

Report of the Directors  
for the Year Ended 31 DECEMBER 2010

The directors present their report with the financial statements of the company for the year ended 31 December 2010

#### **PRINCIPAL ACTIVITY**

The principal activity of the company was that of managing the property located at 25 – 33 Whitehall, London on behalf of the residents

The company has no income or expenditure in its own right, all transactions in the year being related to the maintenance of the common parts in accordance with the lease. Service charges collected are held on trust for the purpose of meeting the relevant costs in relation to the property in accordance with the provisions of section 42 of the Landlord and Tenant Act 1987

#### **DIRECTORS**

The directors shown below have held office during the whole of the period from 1 January 2010 to the date of this report

M Cridge  
P Gosling  
Ms O K F Neuberger

#### **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

The directors are responsible for preparing the Report of the Directors and the financial statements in accordance with applicable law and regulations

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give 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 these financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and accounting 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 adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure 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

#### **STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps that he or she ought to have taken as a director in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information

#### **AUDITORS**

The auditors, The Norton Practice, will be proposed for re-appointment at the forthcoming Annual General Meeting

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

**ON BEHALF OF THE BOARD.**

  
M Cridge Director

14 April 2011

Report of the Independent Auditors to the Shareholders of  
25 Whitehall Management Limited

We have audited the financial statements of 25 Whitehall Management Limited for the year ended 31 December 2010 on pages four to seven. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities)

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in a Report of the Auditors 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

As explained more fully in the Statement of Directors' Responsibilities set out on page two, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the directors, and the overall presentation of the financial statements.

**Opinion on financial statements**

In our opinion the financial statements

- give a true and fair view of the state of the company's affairs as at 31 December 2010 and of its profit for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of directors' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the directors were not entitled to prepare the financial statements and the Report of the Directors in accordance with the small companies regime.



Anthony Campbell (Senior Statutory Auditor)  
for and on behalf of The Norton Practice  
Registered Auditors  
Highlands House  
Basingstoke Road  
Spencers Wood  
Reading  
Berkshire  
RG7 1NT

Date 15 April 2011

25 WHITEHALL MANAGEMENT LIMITED (REGISTERED NUMBER 3870410)

Profit and Loss Account  
for the Year Ended 31 DECEMBER 2010

The company has no income or expenditure in its own right, all transactions in the year relate to maintenance of the common parts in accordance with the lease. Income and expenditure arising from these transactions is shown in separate service charge accounts for the property that do not form part of the annual accounts of the company and are not filed at Companies House. All service charge monies received from the residents of 25 – 33 Whitehall, London are held on trust for its residents.

Balance Sheet  
31 DECEMBER 2010

	Notes	2010 £	2009 as restated £
<b>CURRENT ASSETS</b>			
Cash at bank		<u>20</u>	<u>20</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>20</u>	<u>20</u>
<b>CAPITAL AND RESERVES</b>			
Called up share capital	6	<u>20</u>	<u>20</u>
<b>SHAREHOLDERS' FUNDS</b>		<u>20</u>	<u>20</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 15 April 2011 and were signed on its behalf by

M Cridge - Director

The notes form part of these financial statements

25 WHITEHALL MANAGEMENT LIMITED (REGISTERED NUMBER 3870410)

Notes to the Financial Statements  
for the Year Ended 31 DECEMBER 2010

**1 ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

**2 PRIOR YEAR ADJUSTMENT**

In prior years the company prepared its financial statements to include the service charge monies received from the tenants and the related costs paid out of those monies. This basis of preparation was contrary to the requirement of the Landlord and Tenants Act 1987 that all service charge monies must be held and accounted for separately from those of the company.

In order to ensure compliance with the requirements of the Landlord and Tenants Act 1987 the prior year figures have been restated to remove all income and expenses and assets and liabilities that relate to service charge monies. As a result the shareholders funds at 31 December 2008 have been reduced by £37,722 and by £36,204 at 31 December 2009.

**3 TAXATION**

**Analysis of the tax charge**

No liability to UK corporation tax arose on ordinary activities for the year ended 31 December 2010 or for the year ended 31 December 2009.

**4 CALLED UP SHARE CAPITAL**

Allotted, issued and fully paid  
Number Class

		Nominal value £1	2010 £ <u>20</u>	2009 as restated £ <u>20</u>
20	Ordinary			

**5 CONTRACTUAL COMMITMENTS**

The company contracts with third parties in its own name for the supply of services to the property for maintenance of the common parts in accordance with the terms of the lease.