

**51 UPPER GROSVENOR ROAD  
MANAGEMENT COMPANY LIMITED**

**REGISTRATION NUMBER 4868329**

**ANNUAL REPORT AND ACCOUNTS FOR  
THE YEAR ENDED 31<sup>ST</sup> AUGUST 2011**

**Registered Office - 1 Rushlye Cottages, Bells Yew Green, Tunbridge Wells TN3 9AP**

THURSDAY



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# **51 UPPER GROSVENOR ROAD MANAGEMENT COMPANY LIMITED**

**REGISTRATION NUMBER 4868329**

Minutes of a meeting of the Board of Directors held at 1 Rushlye Cottages, Bells Yew Green, Tunbridge Wells TN3 9AP on Wednesday 19<sup>th</sup> October 2011 at 9am.

- 1 The Accounts for the year ended 31<sup>st</sup> August 2011 were received and approved.
- 2 The Directors' report for the year ended 31<sup>st</sup> August 2011 was received The building was repainted and repairs carried out to the window sills on the ground floor The retaining walls at the front facing towards the front garden and the fascia boards were repaired The Directors' report was accordingly approved
- 3 The current level of Services Charges was reviewed and considered sufficient for general maintenance items, insurance and provision for the Sinking Fund
- 4 It was resolved to transfer £5258 from the Sinking Fund to the Income and Expenditure account



By order of the Board  
RA Hewes  
Company Secretary

19<sup>th</sup> October 2011

## **REPORT OF THE BOARD OF DIRECTORS**

51 Upper Grosvenor Road Management Company Limited (the Company) was incorporated on 15<sup>th</sup> August 2003 for the purpose of managing the property on behalf of residents

The Company is intended to be non profit making and due to size claims exception under Clause 249A of The Companies Act No value in the property is held by the Company as each shareholder holds an individual lease Revenues will come from Service Charges levied on each shareholder that will provide for current costs and maintenance and enable funds to be put into a Sinking Fund for future major items of maintenance, the main item being the external decoration of the building which is a fully painted building



R A Hewes  
Director/Company Secretary

## 51 Upper Grosvenor Road Management Company Limited

### Income & Expenditure Account for the year ended 31<sup>st</sup> August 2011

| 2010           | 2010         |                                  | 2011          | 2011             |
|----------------|--------------|----------------------------------|---------------|------------------|
|                |              | <b>Income</b>                    |               |                  |
|                | 7050 00      | Income from flat owners          | 13388 00      |                  |
|                | <u>4 00</u>  | Bank interest                    | <u>0 00</u>   |                  |
|                | 7054 00      |                                  | 13388 00      |                  |
| 7054 00        |              |                                  |               | 13388 00         |
| <u>0 00</u>    |              | Transfer from reserve            |               | <u>5258 00</u>   |
| 7054 00        |              |                                  |               | 18646 00         |
|                |              | <b>Expenditure</b>               |               |                  |
|                | 1688 00      | Buildings insurance              | 1712 00       |                  |
|                | 1295 00      | Common parts maintenance         | 21180 00      |                  |
|                | 368 00       | Electricity                      | 293 00        |                  |
|                | 15 00        | Annual returns (legal)           | 15 00         |                  |
|                | 59 00        | Fire extinguisher service/repair | 566 00        |                  |
|                | <u>66 00</u> | Bank charges                     | <u>106 00</u> |                  |
| 3491 00        |              |                                  |               | 23872 00         |
| <u>3563.00</u> |              | Net surplus/(deficit) for Year   |               | <u>(5226.00)</u> |



Richard Hewes  
Director  
Company Secretary

## 51 Upper Grosvenor Road Management Company Limited

### Balance Sheet as at 31<sup>st</sup> August 2011

| 2010           | 2010           |                       | 2011           | 2011           |
|----------------|----------------|-----------------------|----------------|----------------|
|                | 983 00         | Insurance prepayment  | 959 00         |                |
|                | 7220 00        | Cash at Bank          | 2045 00        |                |
| <u>8203 00</u> |                |                       |                | <u>3004 00</u> |
|                |                | Capital & Reserves    |                |                |
|                | 9 00           | Issued Share Capital  | 9 00           |                |
|                | 5258 00        | Sinking Fund          | 0              |                |
|                | <u>2936 00</u> | Profit & Loss Account | <u>2995 00</u> |                |
| <u>8203 00</u> |                |                       |                | <u>3004 00</u> |

For the year ended 31<sup>st</sup> August 2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime



Richard Hewes  
Director  
Company Secretary