

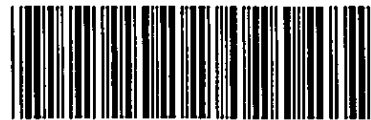
ROSE COTTAGE GARDENS RESIDENTS MANAGEMENT COMPANY LIMITED

UNAUDITED REPORT AND ACCOUNTS

**FOR THE YEAR ENDED
31 DECEMBER 2011**

**REGISTERED IN ENGLAND
No 06577076**

FRIDAY



A60 28/09/2012 #293
COMPANIES HOUSE

ROSE COTTAGE GARDENS RESIDENTS MANAGEMENT COMPANY LIMITED

**REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2011**

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DIRECTORS, OFFICERS AND REGISTERED OFFICE

DIRECTORS

J S Burrowes
E A F Ding
R A Brown
R M Evans
M Bailey

REGISTERED OFFICE

11 Trevor Road
Hitchin
Herts
SG4 9TA

ACCOUNTANTS' REPORT

for the year ended 31 December 2011

**ACCOUNTANTS' REPORT ON THE UNAUDITED ACCOUNTS TO THE DIRECTORS OF
ROSE COTTAGE GARDENS RESIDENTS MANAGEMENT COMPANY LIMITED**

In accordance with our engagement and in order to assist you in fulfilling your duties under the Companies Act 2006, we have compiled the financial statements of the Company, which comprise the income and expenditure account, 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 compiling of financial statements.

You have acknowledged on the balance sheet as at 31 December 2011 your duty to ensure that the company has kept adequate accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the Company is exempt from the statutory requirement for an audit for this 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 us and we do not, therefore, express any opinion on the financial statements.

SCM Accountancy Services Limited
Chartered Accountants
28 Witter Avenue
Ickleford
Hitchin
Herts SG5 3UF

25 September 2012

REPORT OF THE DIRECTORS

The directors present their report and the accounts for the year ended 31 December 2011

ACTIVITIES

The company's principal activity continues to be to manage and maintain the estate known as "Rose Cottage Gardens", comprising of three flats and ten houses, parking spaces and curtilage thereof situate at Rose Cottage Gardens, 89 Walsworth Road, Hitchin, Herts SG4 9FG

DIRECTORS

The directors who served during the year were -

J S Burrowes
E A F Ding
R Brown
R M Evans
M Bailey

The accounts have been prepared in accordance with the special provisions for small companies under the Companies Act 2006

On behalf of the board



J S Burrowes
Director

25 September 2012

INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 December 2011

	2011		2010	
	£	£	£	£
INCOME - Continuing operations		6,308 45		5,202 20
Less Administrative Expenses (page 7)		6,662 53		6,547 18
		<hr/>		<hr/>
EXCESS OF (EXPENDITURE) ON ORDINARY ACTIVITIES BEFORE TAXATION		(354 08)		(1,344 98)
EXCESS OF INCOME BROUGHT FORWARD		1,136 88		2,481 86
		<hr/>		<hr/>
		782 80		1,136 88
Amounts due to be reimbursed,				
(To) residents (page 8)	(782 80)		(1,136 88)	
	<hr/>		<hr/>	
		(782 80)		(1,136 88)
		<hr/>		<hr/>
		<hr/>		<hr/>
		-		-
		<hr/>		<hr/>

BALANCE SHEET

As at 31 December 2011

	Note	2011 £	2010 £
CURRENT ASSETS			
Cash at bank and in hand		<u>3,383 80</u>	<u>2,937 88</u>
		3,383 80	2,937 88
CREDITORS - amounts falling due within one year		<u>1,282 80</u>	<u>1,636 88</u>
NET CURRENT ASSETS		2,101 00	1,301 00
TOTAL NET ASSETS		<u>2,101 00</u>	<u>1,301 00</u>
CAPITAL AND RESERVES			
Called up share capital		1,301 00	1,301 00
Contingency Reserve		800 00	-
SHAREHOLDERS FUNDS		<u>2,101 00</u>	<u>1,301 00</u>

The directors are satisfied that for the year ending 31 December 2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Directors' responsibilities

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

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

Approved by the board on 25 September 2012 and signed on its behalf by



J S BURROWES

Director

The notes on pages 7 - 9 form an integral part of these accounts

MANAGEMENT STATEMENT
for the year ended 31 December 2011

	2011		2010	
	£	£	£	£
EXPENDITURE (See notes on page 9)				
Part 1 (note 1)				
Buildings Insurance	363 23		353 20	
Cleaning	646 88		609 28	
Chargeable to flats only		1,010 11		962 48
Part 2				
Gardening	2,227 42		2,117 50	
Electricity (note 2)	187 00		88 88	
Maintenance costs (note 3)	614 00		2,676 00	
Accountancy and administration	500 00		500 00	
Public liability insurance	161 11		156 67	
Managing agent costs (note 4)	844 39		-	
Annual return fee	14 00		15 00	
Additional filing fee	150 00		-	
Bank charges	61 30		30 65	
Refreshments - Christmas event	93 20		-	
Contingency fund (note 5)	800 00		-	
Chargeable to all properties		5,652 42		5,584 70
Total Apportionable Costs		<u>6,662 53</u>		<u>6,547 18</u>

ROSE COTTAGE GARDENS RESIDENTS MANAGEMENT COMPANY LIMITED

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SUMMARY OF APPORTIONMENT OF EXPENDITURE

for the year ended 31 December 2011

Property No	Ordinary Expenditure for the Period	Balances due (to)/from residents at 31 12 10	Paid for the period	Balances due (to)/from residents at 31.12.11
<u>Flat</u>	£ p	£ p	£ p	£ p
1	771 51	(804 16)	(403 80)	(436.45)
2	771 51	(134 89)	(669 28)	(32.66)
3	771 51	(134 88)	(669 28)	(32.65)
<u>House</u>				
4	434 80	(6 30)	(570 12)	(141.61)
5	434 80	(6 30)	(443 94)	(15.43)
6	434 80	(6 30)	(444 44)	(15.93)
7	434 80	(6 30)	(443 94)	(15.43)
8	434 80	(6 30)	(443 94)	(15.43)
9	434 80	(6 30)	(443 94)	(15.43)
10	434 80	(6 30)	(443 95)	(15.44)
11	434 80	(6 30)	(443 94)	(15.43)
12	434 80	(6 30)	(443 94)	(15.43)
14	434 80	(6 31)	(443 94)	(15.44)
	6,662 53	(1,136 88)	(6,308 45)	(782.80)
				(782.80)
				(782.80)

NOTES TO THE ACCOUNTS

for the year ended 31 December 2011

- 1 Expenditure has been apportioned to all properties equally, except for the buildings insurance and the costs of internal cleaning, and, when applicable, door entry and alarm maintenance and satellite rental/maintenance which are only chargeable to the flats. Electricity is chargeable as to 12.5% to each flat and 6.25% to each house, in accordance with the budget.
- 2 The first electricity bill to have been received was for the period to 31 January 2010, and this revealed that the previous accrual was significantly overstated, hence there was a reversing credit in the figures to 31 December 2010. Electricity is now paid under a monthly budget scheme.
- 3 Maintenance costs last year included work on the damaged gate entry system. This year's figure includes sundry items and a maintenance contract.
- 4 For 2011 onwards, a managing agent has been appointed who is dealing with the ongoing administration of the Management Company. His fee includes all necessary stationery, postage and printing as well as company secretarial work.
- 5 A contingency fund is now established to build up reserves for future major repairs at the rate of £800 pa.