

**COURTYARD HOUSE MANAGEMENT COMPANY LIMITED**  
**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 1999**

**Finn-Kelcey & Chapman**  
**Chartered Accountants**  
**Ashford House**  
**County Square**  
**Ashford Kent**



# COURTYARD HOUSE MANAGEMENT COMPANY LIMITED

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# COURTYARD HOUSE MANAGEMENT COMPANY LIMITED

## **DIRECTORS' REPORT FOR THE YEAR ENDED 31 JULY 1999**

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The directors present their report and financial statements for the year ended 31 July 1999.

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

### **Status**

The Company is Limited by guarantee and has no share capital.

### **Principal activities**

The principal activity of the company is engaged in the management of the land and property known as Courtyard House. The company provides and supplies services to residents of this property. Due to the nature of the company's business it is anticipated that there will be no significant changes to its financial position.

### **Directors**

The following directors have held office since 1 August 1998, unless otherwise stated:

|               |                             |
|---------------|-----------------------------|
| L B Bethel    | (Resigned 3 February 2000)  |
| W A Holliwell | (Appointed 3 February 2000) |
| M C Hiscock   | (Appointed 3 February 2000) |

By order of the board



M C Hiscock  
**Director**  
12 May 2000

# COURTYARD HOUSE MANAGEMENT COMPANY LIMITED

## PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 JULY 1999

|  |       | 1999    | 1998    |
|--|-------|---------|---------|
|  | Notes | £       | £       |
| <b>Service fees</b>                                  |       | 3,000   | 3,000   |
| Administrative expenses                              |       | (2,522) | (2,162) |
| <b>Operating profit</b>                              |       | 478     | 838     |
| Interest payable and similar charges                 |       | (47)    | (49)    |
| <b>Profit on ordinary activities before taxation</b> |       | 431     | 789     |
| Tax on profit on ordinary activities                 |       | -       | -       |
| <b>Profit on ordinary activities after taxation</b>  | 5     | 431     | 789     |

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

# COURTYARD HOUSE MANAGEMENT COMPANY LIMITED

## BALANCE SHEET AS AT 31 JULY 1999

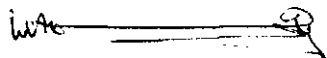
|   | Notes | 1999<br>£      | £            | 1998<br>£      | £          |
|---|-------|----------------|--------------|----------------|------------|
| <b>Current assets</b>                                 |       |                |              |                |            |
| Debtors   | 2     | 115            |              | 396            |            |
| Cash at bank and in hand                              |       | 2,372          |              | 1,681          |            |
|   |       | <u>2,487</u>   |              | <u>2,077</u>   |            |
| <b>Creditors: amounts falling due within one year</b> | 3     | <u>(1,073)</u> |              | <u>(1,094)</u> |            |
| <b>Total assets less current liabilities</b>          |       |                | <u>1,414</u> |                | <u>983</u> |
| <b>Reserves</b>                                       |       |                |              |                |            |
| Profit and loss account                               | 5     |                | <u>1,414</u> |                | <u>983</u> |
|   |       |                | <u>1,414</u> |                | <u>983</u> |

In preparing these financial statements:

- (a) The directors are 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 directors acknowledge their 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.

The financial statements were approved by the Board on 12 May 2000



W A Holliwel  
Director



M C Hiscock  
Director

# COURTYARD HOUSE MANAGEMENT COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1999

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cashflow statement on the grounds that it is a small company.

#### 1.2 Turnover

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the United Kingdom.

Service Fees represent the charges paid by the members of the Company in respect of communal services supplied.

#### 1.3 Profits

It is intended that the Company should make neither a profit nor a loss, as service charges are levied on the basis of cost incurred plus the amounts set aside to provide for future costs. Any profit on activities of any year will be carried forward to reduce the contributions required in subsequent years.

| 2 Debtors     | 1999<br>£ | 1998<br>£ |
|---------------|-----------|-----------|
| Trade debtors | 115       | 396       |

| 3 Creditors: amounts falling due within one year | 1999<br>£ | 1998<br>£ |
|--|-----------|-----------|
| Accruals and deferred income                     | 1,073     | 1,094     |

#### 4 Share Capital

The Company is limited by Guarantee and has no share capital.

#### 5 Statement of movements on profit and loss account

|                              | Profit and<br>loss account<br>£ |
|------------------------------|---------------------------------|
| Balance at 1 August 1998     | 983                             |
| Retained profit for the year | 431                             |
| Balance at 31 July 1999      | 1,414                           |

# **COURTYARD HOUSE MANAGEMENT COMPANY LIMITED**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 1999**

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### **6 Related party transactions**

Due to the nature of the Company's operations, all of the Service Fees received by the Company have been received from the members. No individual amount is considered material in its own right and accordingly these are not disclosed.