



Company No: 2692971

**HERONSBROOK FLAT MANAGEMENT LIMITED**  
**REPORTS AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1997**

**Robert W. Belcher**  
*Chartered Accountant*  
32 Courtfield Rise  
West Wickham  
Kent BR4 9BE



# HERONSBROOK FLAT MANAGEMENT LIMITED

## REPORT OF THE DIRECTORS

The Directors submit this report and financial statements for the year ended 31 December 1997.

### PRINCIPAL ACTIVITY AND REVIEW OF BUSINESS

The principal activity of the company continued to be that of flat management, which activity is undertaken for the mutual benefit of its members.

The Directors were satisfied with the state of the company's affairs at the balance sheet date. External redecorations costing £5950 were undertaken during the year £3000 of which was provided from the sinking fund. A further provision for similar costs in 4 years is being made in each year. The Directors anticipate a return to surplus in the ensuing year.

### RESULTS AND DIVIDEND

The result for the year is shown on page 3. The Directors do not recommend the payment of a dividend.

### DIRECTORS AND THEIR INTERESTS

The Directors of the company throughout the year and to the date of this report together with their recorded interests in the share capital of the company were as follows:-  
Ordinary Shares

	<u>31.12.1997</u>	<u>31.12.1996</u>
D Phillips	1	1
P Robertson	1	1
J Spahr	1	1
A Morrison (appointed 14.5.97)	1	-


### AUDITOR

The auditor, Robert W. Belcher, Chartered Accountant and Registered Auditor, has expressed a willingness to continue in office and a resolution proposing the reappointment will be made at the forthcoming Annual General Meeting.

BY ORDER OF THE BOARD

County House  
221/241 Beckenham Road  
Beckenham  
Kent BR3 4UF

D J Morgan  
Secretary

1   
3-6-98

## **REPORT OF THE AUDITOR**

**TO THE MEMBERS OF**

### **HERONSBROOK FLAT MANAGEMENT LIMITED**

I have audited the financial statements set out on pages 3 to 5 which have been prepared under the historical cost convention.

#### **Reporting responsibilities of the directors and auditors**

The company's directors are responsible for the preparation of the financial statements. It is my responsibility to form an independent opinion, based on my audit, on those financial statements and to report my opinion to you.

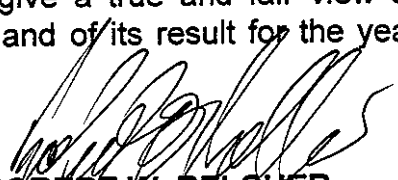
#### **Basis of opinion**

I conducted my audit in accordance with Auditing standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statement are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.

#### **Opinion**

In my opinion, the financial statements give a true and fair view of the state of the company's affairs at 31 December 1997 and of its result for the year then ended and comply with the Companies Act 1985.



**ROBERT W. BELCHER**  
Chartered Accountant  
Registered Auditor

32 Courtfield Rise  
West Wickham  
Kent BR4 9BE

15/6/98

# HERONSBROOK FLAT MANAGEMENT LIMITED

## PROFIT AND LOSS ACCOUNT

for the year ended 31 December 1997

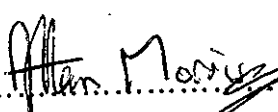
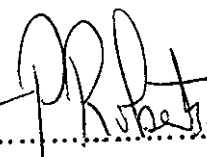
	Note	1997	1996
Service charges receivable		14005	10963
<u>Administrative Expenses</u>			
External redecoration	5950	-	-
Insurance	2131	2324	2324
Cleaning and gardening	3287	2918	2918
Lighting	637	934	934
Telephone (lift)	167	164	164
Refuse collection	107	97	97
Water rates	-	158	158
Repairs to lift	416	775	775
Repairs to electrics	80	176	176
General repairs and maintenance	470	35	35
Management fee	1405	1205	1205
Audit and accountancy	388	352	352
Sundry expenses	<u>15</u>	<u>18</u>	<u>18</u>
		<u>15053</u>	<u>9156</u>
		(1048)	1807
Interest receivable		<u>166</u>	<u>76</u>
(LOSS)/ PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		(882)	1883
Corporation Tax		<u>38</u>	<u>18</u>
(LOSS)/ PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION		(920)	1865
Transferred from/to sinking fund		<u>2000</u>	<u>-</u>
RETAINED PROFIT FOR THE YEAR		1080	1865
Balance brought forward		<u>1744</u>	<u>(121)</u>
Balance carried forward		£2824 =====	£1744 =====

# HERONSBROOK FLAT MANAGEMENT LIMITED

## BALANCE SHEET AT 31 December 1997

	Note	1997	1996
<b>CURRENT ASSETS</b>			
Prepayments		-	1576
Other debtors		166	165
Cash at bank and in hand		<u>4261</u>	<u>3612</u>
		4427	5353
<b>CREDITORS: amounts falling due within one year</b>			
Sundry creditors and accruals		551	577
Corporation Tax		<u>38</u>	<u>18</u>
		589	595
		<u>£3838</u>	<u>£4758</u>
		=====	=====
<b>TOTAL NEW ASSETS representing CAPITAL AND RESERVES</b>			
Called-up share capital	4	14	14
Profit and loss account		2824	1744
Sinking fund	5	<u>1000</u>	<u>3000</u>
		<u>£3838</u>	<u>£4758</u>
		=====	=====

Approved by the Board on 2.6.98  
and signed on its behalf:-

.....   Director

# HERONSBROOK FLAT MANAGEMENT LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 1997

### 1. ACCOUNTING POLICIES

#### Basis of accounting

The financial statements have been prepared under the historical cost convention.

### 2. PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION

This is shown after charging audit fees of £330 (1996 - £300.)

### 3. TAXATION

	<u>1997</u>	<u>1996</u>
UK Corporation Tax @ 21.75% (1996 - 24.25%) on interest received	£38 ===	£18 ===

### 4. SHARE CAPITAL

<u>Authorised</u>		
100 Ordinary shares of £1 each	100 ===	100 ===
<u>Called-up and fully paid</u>		
14 Ordinary shares of £1 each	14 ==	14 ==

### 5. SINKING FUND

The sinking fund is being set aside as a reserve over four years to provide for redecorations to external areas.

Balance at beginning of year	3000	3000
Transferred during year	<u>2000</u>	<u>-</u>
Balance at end of year	£1000 =====	£3000 =====