

# **Heronbridge Close RTM Company Ltd**

Financial Statements for the year ended

31 December 2009

Company limited by guarantee No 05494732

# **Heronbridge Close RTM Company Ltd**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31ST DECEMBER 2009**

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**HERONBRIDGE CLOSE RTM COMPANY LTD**

**REPORT OF THE DIRECTORS**

**YEAR ENDED 31ST DECEMBER 2009**

The Directors submit their report together with the financial statements for the year ended 31st December 2009.

**PRINCIPAL ACTIVITIES AND BUSINESS REVIEW**

**Principal activities**

The principal activity of the company is to manage, maintain and administer land and buildings at Heronbridge Close, Westlea, Swindon. The company is a "Right To Manage" (RTM) company operating under the standard RTM terms of Memorandum and Articles of Association as determined by the Commonhold and Leasehold Reform Act 2002.

**Business review**

The Right to Manage numbers 1-6 and 19-24 Heronbridge Close was acquired with effect from 1 February 2006 and for numbers 7-12 on 25 December 2008.

The service charge for the year to 31 December 2009 was agreed at the Annual General Meeting held on 28 November 2007 by members at £480, payable in ten monthly instalments of £48 or £420 if paid in full by 1 January 2009.

During the year work on replacing the fence adjacent to the third block was completed (the other two blocks were completed late in 2008), work commenced on upgrading the communal TV aerial system in order to provide a choice of dual signals for Astra (Sky/Sky +/FreeSat), Hotbird (mainly foreign satellite channels), along with DAB and FM radio and digital terrestrial (freeview) signals and the analogue signal (until switched off by the broadcasters). Guttering and fascias on the porches of block 7-12 was renewed and new shrubs were planted around the grounds that are maintained by a gardener by common consent. The condition of the three blocks is considerably improved since the Right To Manage was exercised.

The service charge for the year to 31 December 2010 was agreed at the Annual General Meeting held on 1 December 2008 by members at £480, payable in ten monthly instalments of £48 or £420 if paid in full by 1 January 2010.

**AUDIT**

The company has taken advantage of The Companies Act 1985 (Audit Exemptions) Regulations 1994 (SI 1994/1935).

**DIVIDENDS**

No dividends were paid or proposed during the year (2008 Nil)

**RESERVES**

The retained profit for the year taken to reserves was £957 (2008 - £1,894). This has been retained to meet future maintenance costs.

**HERONBRIDGE CLOSE RTM COMPANY LTD**

**REPORT OF THE DIRECTORS**

**YEAR ENDED 31ST DECEMBER 2009**

**COMMONHOLD AND LEASEHOLD REFORM ACT 2002**

Sections 152 and 156 of the Commonhold and Leasehold Reform Act were expected to commence during 2009 but have yet to be enacted. Items that these sections are likely to require include:

*That as all transactions currently shown in the company relate to service charges these cease to be shown in the accounts of the Company. This is because funds held by the Company are held in trust on behalf of tenants (leaseholders).*

*An Income and Expenditure Report and Balancing Statement be produced within six months of a year end.*

Clear guidance has yet been issued on the new format to be adopted. Therefore the directors have prepared these accounts on the same basis as previous years in order to maintain consistency. An Expenditure Report and Balancing Statement in a format expected to be agreed is shown on page 8.

**DIRECTORS**

The directors who served during the year were:

Diana A Morris MGLM  
John R Morris FCMA AIRPM

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

Company law requires the directors to prepare financial statements for each financial year which 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 year. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

The directors confirm that they have complied with the above requirements in preparing the financial statements.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

**BY ORDER OF THE BOARD**

John R Morris FCMA AIRPM  
Director  
1 January 2010

Registered Office:  
15 Windsor Road  
Swindon  
SN3 1JP

<b>HERONBRIDGE CLOSE RTM COMPANY LTD</b>			
<b>Profit and Loss Account</b>		<b>2009</b>	<b>2008</b>
<b>For the year ended 31 December :-</b>			
	Note	£	£
Turnover from continuing operations	2	8,136	6,550
Operating charges	10	(7,249)	(4,775)
<b>Operating profit from continuing operations</b>		<b>887</b>	<b>1,775</b>
Interest receivable	6	70	119
<b>Retained profit transferred to reserves</b>	7	<b>957</b>	<b>1,894</b>

There are no recognised gains or losses other than the profits for the years, as shown above and therefore, no separate statement of recognised gains and losses has been presented.

There is no material difference between the company results as reported and on an unmodified historical cost basis.

Accordingly, no note of historical cost profits and losses has been included.

## HERONBRIDGE CLOSE RTM COMPANY LTD

Balance Sheet as at:-	Note	31st December 2009		31st December 2008	
		£	£	£	£
<b>Current Assets</b>					
Cash at Bank		13,272		11,630	
Debtors	3	63		85	
		13,335		11,715	
<b>Creditors : Amounts falling due within one year</b>	4	(7,455)		(6,792)	
Net Current Assets			5,880		4,923
Total Assets Less Current Liabilities			<b>5,880</b>		<b>4,923</b>
<b>Reserves</b>					
Profit and Loss Reserves	7		5,880		4,923
<b>Leaseholders' Funds held in trust</b>			<b>5,880</b>		<b>4,923</b>

For the year to 31 December 2009 the company was entitled to the exemption conferred by subsection (1) of section 249A. of the Companies Act 1985. No notice has been deposited under subsection (2) of section 249B in relation to its accounts for the financial year.

The directors acknowledge their responsibilities for a) ensuring that the company keeps accounting records which comply with section 221 of The Companies Act 1985, and b) preparing accounts which give a fair and true view of the state of the company as at the end of the financial year and of its profit and loss for the year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to accounts so far as applicable to the company.

Diana Morris

Director

The financial statements were approved by the board of directors on 1 January 2010.

<b>HERONBRIDGE CLOSE RTM COMPANY LTD</b>			
<b>Cash flow statement</b>	Note	<b>2009</b>	<b>2008</b>
		£	£
Net cash inflow from operating activities	8	1,572	2,574
<b>Returns on investments and servicing of finance</b>			
Interest received	6	70	119
Increase in cash		1,642	2,693

**HERONBRIDGE CLOSE RTM COMPANY LTD**

**NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 31ST DECEMBER 2009**

**1 ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Company's financial statements.

**(a) Basis of Preparation**

The financial statements have been prepared in accordance with applicable accounting standards under the historical cost accounting convention.

**2 TURNOVER**

Turnover represents the amounts derived from the provision of services during the year, exclusive of value added tax.

	<b><u>2009</u></b>	<b><u>2008</u></b>
	£	£
Service Charges	7,560	6,000
Other income including assignment and enquiry fees	576	550
	<b><u>8,136</u></b>	<b><u>6,550</u></b>

**3 DEBTORS**

	<b><u>2009</u></b>	<b><u>2008</u></b>
	£	£
Trade Debtors (outstanding Service Charges)	0	0
Payments in advance (part of next year's insurance premium)	63	85
	<b><u>63</u></b>	<b><u>85</u></b>

**4 CREDITORS: Amounts falling due within one year**

	<b><u>2009</u></b>	<b><u>2008</u></b>
	£	£
Accrued expenses (costs not yet paid)	4,887	2,964
Service Charges received from leaseholders in advance	2,568	3,828
	<b><u>7,455</u></b>	<b><u>6,792</u></b>

**5 CONTROL**

No one person controls the company.

**6 INTEREST RECEIVABLE**

	<b><u>2009</u></b>	<b><u>2008</u></b>
	£	£
Bank Interest	70	119



**HERONBRIDGE CLOSE RTM COMPANY LTD**

**NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 31ST DECEMBER 2009**

**7 RECONCILIATION OF PROFIT AND LOSS RESERVES**

	Total £
As at 1st January 2009	4,923
Retained profit for the financial year	957
As at 31st December 2009	<u>5,880</u>

**8. - 9. NOTES TO THE CASH FLOW STATEMENT**

<b>8 Reconciliation of operating profit to operating cash flows</b>	<b><u>2009</u></b>	<b><u>2008</u></b>
	£	£
Operating profit	887	1,775
Decrease/(Increase) in debtors (note 3)	22	(33)
Increase in operating creditors (note 4)	663	832
Net cash inflow from operating activities	<u>1,572</u>	<u>2,574</u>

<b>9 Analysis of changes in cash during the year.</b>	<b><u>2009</u></b>	<b><u>2008</u></b>
	£	£
Balance brought forward	11,630	8,937
Net cash inflow	1,642	2,693
Balance at year-end	<u>13,272</u>	<u>11,630</u>

*Notes 10 and 11 do not form part of the statutory accounts*

**10 Detailed Profit & Loss**

	<b><u>2009</u></b>	<b><u>2008</u></b>
	£	£
Total Income (note 2)	8,136	6,550
Guttering and downpipes (2009 includes UPVc facias)	(710)	(938)
Communal TV aerial upgrade	(2,500)	0
Building maintenance - other	0	(176)
Gardening	(1,224)	(865)
Gardening - replacement shrubs	(905)	0
Fencing renewal	(985)	(1,970)
Accountancy	(140)	(132)
Insurance	(759)	(655)
Postage and stationery	(11)	(24)
Companies House fee	(15)	(15)
	<u>(7,249)</u>	<u>(4,775)</u>
Operating profit	887	1,775
Add Interest received (note 6)	70	119
To General Reserves	<u>957</u>	<u>1,894</u>

**HERONBRIDGE CLOSE RTM COMPANY LTD**

**NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 31ST DECEMBER 2009**

**11 Income and Expenditure Account**

*- as may soon be required by the Commonhold and Leasehold Reform Act 2002*

<b>Income:</b>	<b><u>2009</u></b>	<b><u>2008</u></b>
	<b>£</b>	<b>£</b>
<b>Service Charges receivable from tenants</b>		
Service Charges	7,560	6,000
Additional income	576	500
<b>Total</b>	<b>8,136</b>	<b>6,500</b>
Interest (net of tax)	70	119
Other Income: - lease transfer fees	0	50
<b>Total Income</b>	<b>8,206</b>	<b>6,669</b>
<b><u>Expenditure:</u></b>		
<b>Repairs and Maintenance</b> (including 2009 - Communal TV system £2,500)	3,210	1,114
<b>Grounds Maintenance</b>		
Gardening - all areas (including 2009 - replacement scrubs £905)	2,129	865
Site Maintenance - fencing renewal	985	1,970
	3,114	2,835
<b>Professional Fees</b>		
Landlord's Management Fees	-	-
Accountancy fees	140	132
Accountancy Section 21 report	-	-
	140	132
<b>Insurance</b>	759	655
<b>General Expenses</b>		
Postage and Stationery	11	24
Companies House Fees	15	15
	26	39
<b>Total Expenditure</b>	<b>7,249</b>	<b>4,775</b>
Surplus at end of accounting period	957	1,894
<b>Surplus Transferred to Reserves</b>	<b>957</b>	<b>1,894</b>
<b><u>Balancing Statement</u></b>	<b><u>2009</u></b>	<b><u>2008</u></b>
<b>Assets</b>	<b>£</b>	<b>£</b>
Sums paid in this period but relating to a subsequent period	63	85
Cash at bank	13,272	11,630
	<b>13,335</b>	<b>11,715</b>
<b>Liabilities</b>		
Service Charges received from leaseholders in advance	(2,568)	(3,828)
Costs relating to this or previous period but not yet paid	(4,887)	(2,964)
<b>Current Liabilities</b>	<b>(7,455)</b>	<b>(6,792)</b>
<b>Net Assets</b>	<b>5,880</b>	<b>4,923</b>
<b>Reserve Fund</b>	<b>5,880</b>	<b>4,923</b>