

Registered Number 05208974

In England and Wales

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

STATUTORY ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2007

A COMPANY LIMITED BY GUARANTEE



CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

A COMPANY LIMITED BY GUARANTEE

COMPANY INFORMATION

DIRECTORS	A M Cowah Esq (App 27/05/08) K Ladimeji Esq (App 27/05/08) Ms M Mchugh (App 27/05/08) Ms K Winter (App 27/05/08)
COMPANY SECRETARY	Ms C A Jones
REGISTERED OFFICE	CPM House Essex Road Hoddesdon Hertfordshire EN11 0DR
REGISTERED NUMBER	05208974 (England and Wales)
AUDITORS	Thomas David Chartered Accountants and Registered Auditors 6-7 Castle Gate Castle Street Hertford Hertfordshire SG14 1HD

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

A COMPANY LIMITED BY GUARANTEE

REPORT OF THE DIRECTORS

The Directors present their report with the financial statements of the company for the year ended 31ST DECEMBER 2007

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review consisted of the management and administration, on a non profit making basis, of the communal areas relating to the development on behalf of the property owners, lessees or tenants

DIRECTORS

The Directors in office in the year were as follows

CPM Asset Management Limited
(App 18/08/04)
(Res 27/05/08)
Hertford Company Secretaries Limited
(App 18/08/04)
(Res 27/05/08)

The company is limited by Guarantee and has no share Capital The liability of each Member is limited to £1

DIRECTORS RESPONSIBILITIES

The Directors are responsible for preparing the report and accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company Law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the surplus or deficit of the company for that period In preparing those financial statements, the Directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

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 are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

A COMPANY LIMITED BY GUARANTEE

REPORT OF THE DIRECTORS

(CONTINUED)

DISCLOSURE OF INFORMATION TO AUDITORS

So far as each Director at the date of approval of this report is aware

- there is no relevant audit information of which the company's auditors are unaware, and
- the Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

SMALL COMPANY SPECIAL PROVISIONS

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

Signed on Behalf of
The Board of Directors

x
Company Secretary/Director

Approved by the Board on

17/10/08.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED
A COMPANY LIMITED BY GUARANTEE**

We have audited the financial statements of CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED for the year ended 31ST DECEMBER 2007 on pages five to nine which comprise of the Income & Expenditure Account the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standards for Smaller Entities (effective January 2007)

This report is made solely to the company's members, as a body in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 members as a body for our audit work for this report or for the opinions we have formed.

Respective responsibilities of directors and auditors

As described on page two, the company's Directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985 and whether the information given in the Directors Report is consistent with the accounts. We also report to you if in our opinion the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Report of the Directors and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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.

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

Opinion

In our opinion

- the financial statements give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the company's affairs as at 31ST DECEMBER 2007 and of its surplus for the year then ended
- the financial statements have been properly prepared in accordance with the Companies Act 1985 and
- the information given in the Directors' Report is consistent with the accounts

Thomas David
Chartered Accountants and Registered Auditors
6-7 Castle Gate
Castle Street
Hertford
Hertfordshire
SG14 1HD



Dated

21.10.08

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

A COMPANY LIMITED BY GUARANTEE

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2007

	Notes	<u>2007</u>	<u>2006</u>
		£	£
<u>TURNOVER</u>	1	21,592	18,264
Administrative Expenses		<u>(18,687)</u>	<u>(15,976)</u>
<u>OPERATING SURPLUS / (DEFICIT)</u>		2,905	2,288
Interest Payable and Bank Charges		(2)	(80)
Interest Receivable		<u>37</u>	<u>45</u>
<u>SURPLUS/(DEFICIT) ON ORDINARY</u>			
ACTIVITIES before Taxation	8	2,940	2,253
<u>TAXATION</u>			
Corporation Tax		<u>-</u>	<u>-</u>
		2,940	2,253
<u>RESERVES / (DEFICIT) brought forward</u>		6,825	4,572
<u>RESERVES / (DEFICIT) carried forward</u>		<u>£9,765</u>	<u>£6,825</u>

The notes form a part of these financial statements

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITEDA COMPANY LIMITED BY GUARANTEEBALANCE SHEET AT 31ST DECEMBER 2007

	Notes	<u>2007</u>		<u>2006</u>	
		£	£	£	£
<u>CURRENT ASSETS</u>					
Debtors	2		6,636		3 284
Prepayments	3		1,814		931
Bank & Cash			7,335		5 967
Reserve Funds Bank Account			<u>2,150</u>		<u>-</u>
			17,935		10 182
<u>Deduct CREDITORS amounts falling due within one year</u>					
Creditors	4	2,018		1,006	
Creditors Control account	5	966		729	
Accrued Expenses	6	<u>3 036</u>		<u>547</u>	
			6,020		2,282
<u>TOTAL NET ASSETS / (LIABILITIES)</u>			<u><u>£11,915</u></u>		<u><u>£7 900</u></u>

Represented by -

		£	£
<u>RESERVE FUNDS FOR MAJOR WORKS</u>	7	2,150	1,075
<u>INCOME & EXPENDITURE ACCOUNT</u>		9 765	6,825
		<u><u>£11,915</u></u>	<u><u>£7,900</u></u>

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities

The notes form a part of these financial statements

Signed on behalf of the Board of Directors  Director

These accounts were approved by the Board of Directors on 17/10/08.

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITEDA COMPANY LIMITED BY GUARANTEENOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 20071 ACCOUNTING POLICIESBasis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007)

Turnover

Turnover represents Maintenance Charges Receivable in respect of communal expenditure in the ordinary course of business. Value Added Tax is not charged thereon

2	<u>DEBTORS</u>	<u>2007</u>	<u>2006</u>
	(Amounts falling due to the Company within one year)	£	£
	Maintenance Charges in Arrears	2,324	375
	Sundry Debtors	4,312	2,909
		<u>£6,636</u>	<u>£3,284</u>
3	<u>PREPAID EXPENSES</u>	<u>2007</u>	<u>2006</u>
	(Amounts that have been paid for but are in respect of the next Accounting Period)	£	£
	Insurance Premiums	854	931
	Managing Agents Fees	960	-
		<u>£1,814</u>	<u>£931</u>
4	<u>CREDITORS</u>	<u>2007</u>	<u>2006</u>
	(Amounts falling due by the Company within one year)	£	£
	Maintenance Charges in Advance	2,018	1,006
		<u>£2,018</u>	<u>£1,006</u>

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

A COMPANY LIMITED BY GUARANTEE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2007

5	<u>CREDITORS CONTROL</u>	<u>2007</u>	<u>2006</u>
	(Amounts owed by the Company for expenses incurred during the Current Accounting Period but not yet paid)	£	£
	Cleaning, Garden Maintenance & Repairs	774	-
	Door Security/Aerial Systems	192	-
	General Maintenance	-	729
		<u>£966</u>	<u>£729</u>
6	<u>ACCRUED EXPENSES</u>	<u>2007</u>	<u>2006</u>
	(Amounts owed by the Company for expenses incurred during the Current Accounting Period but not yet received)	£	£
	Audit & Accountancy Fees	610	547
	Cleaning, Garden Maintenance & Repairs	1 447	-
	Door Security/Aerial Systems	47	-
	Communal Electricity Rates	1,483	-
	Deferred Payments Charges	(100)	-
	Legal & Debt Collection Expenses	(451)	-
		<u>£3,036</u>	<u>£547</u>
7	<u>RESERVE FUND FOR MAJOR WORKS</u>	<u>2007</u>	<u>2006</u>
		£	£
	Reserve Fund brought forward	1 075	-
	Transfer to funds during the year	1,075	1,075
	Funds (utilised) during the year	-	-
		<u>£2,150</u>	<u>£1,075</u>

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITEDA COMPANY LIMITED BY GUARANTEENOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2007

8 <u>SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES</u>	<u>2007</u>	<u>2006</u>
The Surplus/ (Deficit) on ordinary activities before taxation is stated after (charging) crediting the following -	£	£
Auditors Remuneration	(222)	(194)
Bank Charges and Interest Paid	(2)	(80)
Gross Interest Received	37	45

Appendix A

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

A COMPANY LIMITED BY GUARANTEE

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2007

	<u>2007</u>		<u>2006</u>	
	£	£	£	£
<u>INCOME</u>				
Maintenance Charges Receivable		19,495		17 897
Reserve Fund Charges Receivable		1,076		-
Voids & Balance of Cost		1 021		367
		<u>21,592</u>		<u>18,264</u>
Bank Interest Received Gross	37		45	
Corporation tax	<u>-</u>		<u>-</u>	
		37		45
<u>TOTAL INCOME</u>		<u>21,629</u>		<u>18 309</u>
<u>Deduct EXPENDITURE</u>				
Audit and Accountancy Fees	609		548	
Bank Charges and Interest	2		80	
Cleaning, Garden Maintenance & Repairs	8 673		8,217	
Communal Electricity Rates	1 483		-	
Company Secretarial Fees	290		235	
Door Security/Aerial Systems	444		-	
Fire Equip/Alarms charges	149		-	
Insurance Premiums	2,125		2,360	
Managing Agent Fees	3 723		3,396	
Refuse Bins	35		-	
Sundry Expenses	81		145	
Reserve Funds for Major Works	<u>1 075</u>		<u>1,075</u>	
		<u>18,689</u>		<u>16 056</u>
<u>EXCESS OF INCOME / (EXPENDITURE) FOR YEAR</u>		<u>£2 940</u>		<u>£2,253</u>

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

**BALANCE OF MAINTENANCE CHARGES SUMMARY FOR THE YEAR ENDED
31ST DECEMBER 2007**

	<u>2007</u>	<u>2006</u>
Maintenance Charges in Arrears	2,324	375
Maintenance Charges in Advance	2,018	1,006

ACCOUNTANTS REPORT UNDER THE LANDLORD AND TENANT ACT 1985

(AS AMENDED BY LANDLORD AND TENANT ACT 1987)

CHURCH FIELDS (SWINDON) MANAGEMENT COMPANY LIMITED

A COMPANY LIMITED BY GUARANTEE

We have examined the schedules on Appendix A and B as required by the Landlord & Tenant Act 1985 as amended by the Landlord & Tenant Act 1987

Respective responsibilities of landlord and auditors

The Landlord is responsible for preparing schedules of relevant costs in relation to service charges if requested to do so by a tenant or secretary of a recognised tenant's association. It is our responsibility to form an opinion whether these schedules are a fair summary complying with the requirements of Section 21(5) of the Landlord & Tenant Act 1985 (as amended by the Landlord & Tenant Act 1987) and are sufficiently supported by accounts, receipts and other documents produced to us.

Opinion

In our opinion, these schedules are a fair summary complying with the requirements of Section 21(5) of the Landlord & Tenant Act 1985 (as amended by the Landlord & Tenant Act 1987) and are sufficiently supported by accounts, receipts and other documents produced to us.

Thomas David
Chartered Accountants and Registered Auditors
6-7 Castle Gate
Castle Street
Hertford
Hertfordshire
SG14 1HD



Dated

21.10.08

This page does not form part of the statutory financial statements