

Sweet Briar Court Management Limited
Report and Financial Statements
for the year ending 31st March 2013

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Sweet Briar Court Management Limited
Directors' Report
for the year ending 31st March 2013

The Directors present their report and accounts for the year ending 31st March 2013.

Principal Activity

The company's principal activity during the year was property and estate management. The Company's directors are satisfied with the results for the year and at the year end.

Directors Responsibilities

The Directors are responsible for preparing the Directors' report and financial statements in accordance with applicable laws and regulations.

Company law requires the Directors to prepare accounts for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of the profit or loss of the Company for a period. In preparing these financial statements the Directors are required to:

- Select suitable accounting policies and apply them consistently,
- Make judgements and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the accounts on a going concern basis unless it is inappropriate to presume the Company will continue in business.

The Directors are responsible for keeping proper accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the Company complies with the Companies Act 2006. 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.

Directors

The Directors for the years ended 31st March 2013 and 2012 were as follows:-

CJ Hooper

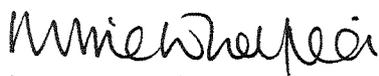
MJ Wakefield

Auditors

Under section 487 of the Act the reporting accountants, Ashleys (Hitchin) Limited, will be deemed to have been re-appointed 28 days after these financial statements were sent to members or 28 days after the latest date prescribed for filing the accounts with the registrar, whichever is earlier.

The report of the director has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006.

Signed on behalf of
The Board of Directors


MIKE WAKEFIELD

Date: 27/9/2013

Accountants Report to the shareholders
on the unaudited Financial Statements of
Sweet Briar Court Management Limited

You have acknowledged on the Balance Sheet as at 31st March 2013 your duty to ensure that the Company has kept proper 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 the year.



Brian M Burke (Senior Statutory Auditor)
for and on behalf of
Ashleys (Hitchin) Limited
Chartered Accountants and Statutory Auditors

Invision House
Wilbury Way
Hitchin
Hertfordshire
SG4 0TY

Date: 13/04/13

Sweet Briar Court Management Limited
Profit and loss account
for the year ending 31st March 2013

	Note	2013 £	2012 £
Service charge income	2	39,207	33,804
Service charge expenses		<u>(33,613)</u>	<u>(30,857)</u>
Gross Profit		5,594	2,947
Transfer (to)/from repairs reserve		<u>(4,900)</u>	<u>(4,900)</u>
Operating Profit / (Loss)	3	694	(1,953)
Interest receivable and similar income		<u>Nil</u>	<u>Nil</u>
Profit / (Loss) on ordinary activities before tax		694	(1,953)
Tax on profit on ordinary activities		<u>Nil</u>	<u>Nil</u>
Profit / (Loss) on ordinary activities after tax		<u>694</u>	<u>(1,953)</u>

All income was derived from within the United Kingdom from continuing operations. No operations were discontinued during the year.

The notes on the attached pages form part of these accounts

Company Number:2592305

	Note	2013		2012	
		£	£	£	£
Current Assets					
Debtors due within one year	4	3,715		3,958	
Cash at bank and in hand		<u>16,049</u>		<u>11,070</u>	
		19,764		15,028	
Creditors: amounts falling due within one year	5	<u>6,775</u>		<u>7,633</u>	
Net current assets		<u>12,989</u>		<u>7,395</u>	
Net assets		<u>12,989</u>		<u>7,395</u>	
Capital and reserves					
			£		£
Called up share capital	7		500		500
Profit and loss account			(19,911)		(20,605)
Repairs Reserve	6		<u>32,400</u>		<u>27,500</u>
Shareholders' funds - equity			<u>12,989</u>		<u>7,395</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provision of section 477 of the Companies Act 2006 and members have not required to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. The directors acknowledge their responsibility for ensuring that the Company keeps accounting records which comply with section 386 of the Companies Act 2006, and for preparing financial statements which give a true and fair view of the state of affairs of the Company as at 31st March 2013 and of its profit for the year then ended in accordance with the requirements of section 396 of the Act and which otherwise comply with the requirements of the Act relating to the financial statements so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions relating to the small companies regime within part 15 of the Companies Act 2006 and in accordance with the Financial Report Standard for Smaller Entities (effective April 2008.)

Approved by the board 
 Director. MIKE WAKEFIELD

Date: 27/9/2013

The notes on the attached pages form part of these accounts

Sweet Briar Court Management Limited

Notes to the accounts

for the year ending 31st March 2013

1 *Accounting policies*

Basis of preparation of financial statements

These accounts have been prepared under the historical cost convention and in accordance the Financial Report Standard for Smaller Entities (effective April 2008.)

Cash flow

The financial statements do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Report Standard for Smaller Entities (effective April 2008.)

2 *Service Charge Income*

Service charges recoverable - income from the residents/tenants that is recoverable under the their purchase agreement/lease is accounted for on an accrual basis. Over/under accruals from previous period are dealt with in the following year in the profit and loss account.

3 *Operating Profit*

	2013	2012
	£	£
Operating profit is stated after charging:		
Auditors remuneration	<u>534</u>	<u>534</u>

4 *Debtors*

	2013	2012
	£	£
Trade debtors	1,716	2,073
Prepayments		
Insurance	<u>1,999</u>	<u>1,885</u>
	<u><u>3,715</u></u>	<u><u>3,958</u></u>

5 *Creditors: amounts falling due within one year*

	2013	2012
	£	£
Trade creditors	1,348	5,385
Accruals and deferred income		
Cleaning, garden maintenance and repairs	804	1,026
Audit and accountancy fees	524	524
Door entry equipment	4,060	-
Sundry	34	-
Electrical repairs	5	-
Repairs	-	632
Electricity	-	66
	<u><u>6,775</u></u>	<u><u>7,633</u></u>

6	<i>Repairs reserve</i>	2013	2012
	<u>Road/Pathway Maintenance Reserve</u>	£	£
	At 1st April 2012	7,600	6,600
	Charged to the profit and loss accounts in the year	1,000	1,000
	At 31st March 2013	<u>8,600</u>	<u>7,600</u>
	 <u>Redecoration Reserve</u>		
	At 1st April 2012	19,900	16,000
	Charged to the profit and loss accounts in the year	3,900	3,900
	At 31st March 2013	<u>23,800</u>	<u>19,900</u>
7	<i>Share capital</i>	2013	2012
		£	£
	<i>Authorised share capital</i>		
	Class A shares of £10 each	<u>500</u>	<u>500</u>
	 <i>Issued and fully paid</i>		
	Class A shares of £10 each	<u>500</u>	<u>500</u>
8	<i>Reconciliation of movements in shareholders' funds</i>	2013	2012
		£	£
	Shareholders' funds as at 1st April 2012	7,395	4,448
	Retained Profit / (Loss) for the year	694	(1,953)
	Transfer to repairs reserve	4,900	4,900
	Shareholders' funds as at 31st March 2013	<u>12,989</u>	<u>7,395</u>

Sweet Briar Court Management Limited
Income and Expenditure Account
for the year ending 31st March 2013

	2013		2012	
	£	£	£	£
Income				
Service charge receivable		39,207		33,804
Recovery of costs		514		788
Total Income		39,721		34,592
 Less: Expenditure				
Cleaning, garden maintenance and repairs	5,877		7,156	
Audit and accountancy fees	534		534	
Management fees	7,057		6,078	
Tree works	-		965	
Sundry expenses	347		282	
Movement in reserves for future expenditure	4,900		4,900	
Repairs & Renewals	1,380		1,153	
Debt Recovery and deferred payment charges	514		888	
Insurance	10,337		9,646	
Light & Heat	927		1,390	
Entryphone & fire alarm system	4,963		782	
Insurance valuation	-		903	
Pest Control	700		-	
Bin Store clean & repairs	389		324	
Health & Safety survey	385		-	
Asbestos survey	-		270	
Fire safety survey	550		-	
Electrical repairs	167		1,274	
		39,027		36,545
 Excess of income over expenditure to Reserves		694		(1,953)

Sweet Briar Court Management Limited
Balance of Maintenance charges summary
for the year ending 31st March 2013

	2013	2012
	£	£
Maintenance charges in arrears	1,716	2,073
Maintenance charges in advance	1,348	5,385
	<u> </u>	<u> </u>

**Accountants' report under the Landlord and Tenant Act 1985
(As amended by Landlord and Tenant Act 1987)**

Sweet Briar Court Management Limited

We have reviewed the income and expenditure account on page 8 and the balance of maintenance charges summary on page 9 and can confirm that in our opinion Sweet Briar Court Management Limited for the year ending 31st March 2013 comply with the Landlord and Tenant Act 1985 (as amended by Landlord and Tenant Act 1987), and are supported by accounts, receipts and other documents provided to us.



Brian M Burke (Senior Statutory Auditor)
for and on behalf of
Ashleys (Hitchin) Limited
Chartered Accountants and Statutory Auditors

Invision House
Wilbury Way
Hitchin
Hertfordshire
SG4 0TY

Date: 23/03/13