

# **Brock End RTM Company Ltd**

Report of the Directors and unaudited Financial Statements for the year ended

30 September 2016

Company limited by guarantee No 08808206

# **Brock End RTM Company Ltd**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2016**

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**BROCK END RTM COMPANY LTD**

**REPORT OF THE DIRECTORS**

**YEAR ENDED 30 SEPTEMBER 2016**

The Directors submit their report together with the financial statements for the year ended 30th September 2016.

**PRINCIPAL ACTIVITIES**

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

**BUSINESS REVIEW**

The Right to Manage was exercised for Croft House and Newport House at Brock End, Swindon on 1 May 2015. Although by law uncommitted service charges held by the Landlord's Managing Agent should be handed over when the Right To Manage is exercised the Landlord's Agent Mainstay Residential Ltd has yet to hand over the full amount of the uncommitted service charges and provide records requested in March 2015 to manage the premises. Complaints have been lodged with Mainstay Residential Ltd and the directors intend to lodge a formal complaint to the ombudsman service: property.

The service charge for the year to 30 September 2016 was set by the company at £1,300 per property. (The previous 12 months to 30 September 2015 was set by the landlord at an average of £1,651 per property.) Uncommitted service charges totalling £14,386 were transferred from the landlord's agent on 24 June 2015 and a further £1,675 on 3 September 2015. The directors estimate that a further £1,370 is outstanding plus £405 in uncollected service charges.

The directors will propose at the next Annual General Meeting to held on 27 October 2016 that members agree a further reduction in the service charge for the year to 30 September 2017 to £1,200 (2016: £1,300) per property.

**AUDIT**

The company has taken advantage of The Companies Act 2006 (Audit Exemptions) Section 477.

**SERVICE CHARGE ACCOUNTS**

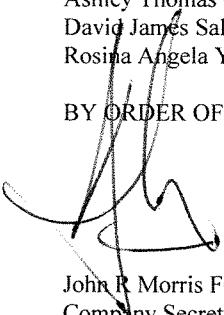
The directors have produced the statutory accounts for the year showing the service charge accounts passing through the company as they consider the company is acting as a principal rather than agent to the members. The service charge period covered the year to 30 September 2016. The comparative accounts for 2015 cover 5 months from 1 May 2015 to 30 September 2015.

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1 October 2015 to the date of this report.

Ashley Thomas Cain  
David James Salsbury  
Rosina Angela Yalden

BY ORDER OF THE BOARD

  
John R Morris FCMA CGMA MIRPM  
Company Secretary  
8 October 2016

Registered Office:  
15 Windsor Road  
Swindon  
SN3 1JP

Registered in England No 08808206  
[www.brockend.co.uk](http://www.brockend.co.uk)

## **BROCK END RTM COMPANY LTD**

Registered Number 08808206

### **Income Statement**

**For the year ended 30 September 2016**

		<b>2016</b>	<b>2015</b>
	Notes	£	£
<b>TURNOVER</b>	2	15,600	8,255
Administrative expenses	10	(8,859)	(4,050)
<b>OPERATING SURPLUS</b>		<u>6,741</u>	<u>4,205</u>
Interest receivable and similar income	6	276	40
<b>RETAINED SURPLUS FOR THE FINANCIAL YEAR</b>	7	<u><u>7,017</u></u>	<u><u>4,245</u></u>

## BROCK END RTM COMPANY LTD

Registered Number 08808206

### Balancing Statement as at 30 September 2016

	Notes	30 September 2016		30 September 2015	
		£	£	£	£
<b>CURRENT ASSETS</b>					
Cash at Bank		29,065		22,041	
Debtors	3	<u>5,231</u>		<u>4,505</u>	
		34,296		26,546	
<b>CREDITORS</b>					
Amounts falling due within one year	4	(5,037)		(4,304)	
<b>NET CURRENT ASSETS</b>			29,259		22,242
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u><u>29,259</u></u>		<u><u>22,242</u></u>
<b>RESERVES</b>					
Service charge reserves	7		29,259		22,242
<b>Leaseholders' Funds</b>			<u><u>29,259</u></u>		<u><u>22,242</u></u>

- a. For the year ending 30 September 2016 the company was entitled to exemption under section 477 of the Companies Act 2006.
- b. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- c. The directors acknowledge their responsibility for:
- ensuring the company keeps accounting records which comply with Section 386; and
  - 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 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company.

Ashley Cain



Director

The financial statements were approved by the board of directors on 30 September 2016.

## **BROCK END RTM COMPANY LTD**

Registered Number 08808206

<b>Cash flow statement</b>	Note	<b>2016</b> £	<b>2015</b> £
Net cash inflow from operating activities	8	6,748	22,001
<b>Returns on investments and servicing of finance</b>			
Interest received	6	276	40
Increase in cash		<u>7,024</u>	<u>22,041</u>

**BROCK END RTM COMPANY LTD**

Registered Number 08808206

**NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 30 SEPTEMBER 2016**

**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.

	<u>30.09.16</u>	<u>30.09.15</u>
	£	£
Service Charges payable for year (2015: 5 months)	15,600	8,255

**3 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<u>30.09.16</u>	<u>30.09.15</u>
	£	£
Trade Debtors ( <i>outstanding Service Charges</i> )	405	405
Other Debtors ( <i>uncommitted Service charges receivable from Landlord</i> )	1,370	3,362
Other Debtors	2,546	12
Payments in advance ( <i>prepaid insurance cover</i> )	910	726
	<u>5,231</u>	<u>4,505</u>

**4 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<u>30.09.16</u>	<u>30.09.15</u>
	£	£
Accrued expenses (costs not yet paid)	1,437	1,054
Service Charges received from leaseholders in advance	3,600	3,250
	<u>5,037</u>	<u>4,304</u>

**5 RELATED PARTY DISCLOSURES**

	<u>30.09.16</u>	<u>30.09.15</u>
	£	£
<b><u>Rosina Yalden - director</u></b>		
Balance b/f	0	0
Service Charges due from director	5,200	3,941
Received during year	(5,200)	(3,941)
Balance due at year-end	<u>0</u>	<u>0</u>
<b><u>David Salsbury - director</u></b>		
Balance b/f	(1,300)	0
Service Charges due from director	2,600	1,849
Received during year	(1,300)	(3,149)
Service Charges received in advance	<u>0</u>	<u>(1,300)</u>

**6 INTEREST RECEIVABLE**

	<u>30.09.16</u>	<u>30.09.15</u>
	£	£
Bank Interest	276	40

**BROCK END RTM COMPANY LTD**

Registered Number 08808206

**NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 30 SEPTEMBER 2016****7 SERVICE CHARGE RESERVES**

	Total	Croft House	Newport House
	£	£	£
As at 1st October 2015	22,242	11,285	10,957
Surplus for year (note 10)	7,017	4,082	2,935
As at 30th September 2016	<u>29,259</u>	<u>15,367</u>	<u>13,892</u>

The directors consider that service charge reserves should be maintained at a level equal to approximately 2 years service charge income in order to avoid large fluctuations in service charge demands from year to year.

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

<b>8 Reconciliation of operating surplus to operating cash flows</b>	<b>30.09.16</b>	<b>30.09.15</b>
	£	£
Operating surplus	6,741	4,205
Service charge reserves transferable at 1 May 2015	0	17,997
Increase in debtors (note 3)	(726)	(4,505)
Increase in operating creditors (note 4)	733	4,304
Net cash inflow from operating activities	<u>6,748</u>	<u>22,001</u>

<b>9 Analysis of changes in cash during the year.</b>	<b>30.09.16</b>	<b>30.09.15</b>
	£	£
Balance brought forward	22,041	0
Net cash inflow	7,024	22,041
Balance at year-end	<u>29,065</u>	<u>22,041</u>

The following note does not form part of the statutory accounts

<b>10 Detailed Income and Expenditure</b>	<b>30.09.16</b>			<b>30.09.15</b>		
	12 months			5 months		
	Croft House	Newport House	Total	Croft House	Newport House	Total
	£	£	£	£	£	£
Total Income (note 2)	7,800	7,800	<b>15,600</b>	4,136	4,119	<b>8,255</b>
Cleaning	(430)	(430)	<b>(860)</b>	(161)	(161)	<b>(322)</b>
Window Cleaning	(88)	(88)	<b>(176)</b>	0	0	<b>0</b>
Electricity - communal areas	(103)	(103)	<b>(206)</b>	(103)	(103)	<b>(206)</b>
Building maintenance	(685)	(681)	<b>(1,366)</b>	(59)	(99)	<b>(158)</b>
Door Access system	0	(1,151)	<b>(1,151)</b>	0	0	<b>0</b>
Electrical maintenance	0	0	<b>0</b>	0	(6)	<b>(6)</b>
Insurance	(658)	(658)	<b>(1,316)</b>	(260)	(260)	<b>(520)</b>
Share of site electricity	(74)	(74)	<b>(148)</b>	(63)	(63)	<b>(126)</b>
Site maintenance	(375)	(375)	<b>(750)</b>	0	0	<b>0</b>
Grounds maintenance	(450)	(450)	<b>(900)</b>	(187)	(187)	<b>(374)</b>
Accounts	(201)	(201)	<b>(402)</b>	(150)	(150)	<b>(300)</b>
Management fees	(780)	(780)	<b>(1,560)</b>	(895)	(895)	<b>(1,790)</b>
Companies House charges	(6)	(6)	<b>(12)</b>	(27)	(27)	<b>(54)</b>
Sundries	(6)	(6)	<b>(12)</b>	(97)	(97)	<b>(194)</b>
	<u>(3,856)</u>	<u>(5,003)</u>	<u><b>(8,859)</b></u>	<u>(2,002)</u>	<u>(2,048)</u>	<u><b>(4,050)</b></u>
Operating surplus	3,944	2,797	<b>6,741</b>	2,134	2,071	<b>4,205</b>
Add Interest received (note 6)	138	138	<b>276</b>	20	20	<b>40</b>
To Service Charge Reserves	<u><b>4,082</b></u>	<u><b>2,935</b></u>	<u><b>7,017</b></u>	<u><b>2,154</b></u>	<u><b>2,091</b></u>	<u><b>4,245</b></u>