

**Company Reg No: 3642679**

**ST JAMES PARK (LONG DITTON) ESTATE COMPANY LIMITED**

**Report and Financial Statements**

**31 December 2019**

# ST JAMES PARK (LONG DITTON) ESTATE COMPANY LIMITED

## REPORT AND FINANCIAL STATEMENTS

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### Not forming part of the statutory financial statements

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# ST JAMES PARK (LONG DITTON) ESTATE COMPANY LIMITED

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## DIRECTORS' REPORT

The directors present their annual report and financial statements for the year ended 31 December 2019

### 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 period. 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;
- \* 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 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.

### ACTIVITIES

The company's principal activity during the year continued to supervise the management of the development at St James Park, Long Ditton, Surrey, in trust for the lessees. To achieve this effectively the company appoints managing agents to act on its behalf and consequently does not trade.

### DIRECTORS' AND THEIR INTERESTS

The directors who served during the year, together with their interests in the share capital of the Company are as follows:

	Ordinary shares	
	2019	2018
D W Ball	1	1
L Black	1	1
F M Canning	1	1
H M Catto-Breslin	1	1
J B Farmer	1	1
A J Holder	1	1
A W Keen	1	1
S R Moss	1	1
R W Smith	1	1

Approved by the Board of Directors  
and signed on behalf of the Board



R W Smith  
Chairman

Date.....

**ST JAMES PARK (LONG DITTON) ESTATE COMPANY LIMITED**

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**INCOME AND EXPENDITURE ACCOUNT**  
Year ended 31 December 2019

	2019	2018
	£	£
Income	-	-
Administrative expenses	-	-
<b>OPERATING PROFIT</b>	<u>-</u>	<u>-</u>
Interest receivable and similar income	-	-
<b>SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>	<u>-</u>	<u>-</u>
Tax on profit on ordinary activities	-	-
<b>RETAINED SURPLUS/(LOSS) FOR THE FINANCIAL YEAR</b>	<u><u>-</u></u>	<u><u>-</u></u>

Following advice, the company acknowledges that service charges and costs are transacted in trust for the property owners and as such do not belong to the company. Separate service charge accounts are prepared on pages 5 to 7 in accordance with the Landlord and Tenant Act 1985.

# ST JAMES PARK (LONG DITTON) ESTATE COMPANY LIMITED

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## BALANCE SHEET 31 December 2019

	2019	2018
	£	£
<b>FIXED ASSETS</b>	<u>-</u>	<u>-</u>
<b>CURRENT ASSETS</b>		
Amount due from St James Park (Long Ditton) Estate Service Charge fund	- 3,180	- 3,180
	<u>3,180</u>	<u>3,180</u>
<b>CREDITORS: amounts falling due within one year</b>	-	-
<b>NET CURRENT ASSETS</b>	<u>3,180</u>	<u>3,180</u>
<b>CAPITAL AND RESERVES</b>		
Called up share capital	2 3,180	3,180
Major works reserve	-	-
<b>SHAREHOLDERS' FUNDS</b>	<u>3,180</u>	<u>3,180</u>

For the year ending 31 December 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Signed on behalf of the Board of Directors



R W Smith  
Chairman

Following advice, the company acknowledges that service charges and costs are transacted in trust for the property owners and as such do not belong to the company. Separate service charge accounts are prepared on pages 5 to 7 in accordance with the Landlord and Tenant Act 1985.

NOTES TO THE ACCOUNTS  
Year Ended 31 December 2019

1 ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

2 SHARE CAPITAL

	<u>2019</u>	<u>2018</u>
Authorised and allotted		
2 Ordinary 'A' shares of £10.00 each	20	20
316 Ordinary 'B' shares of £10.00 each	<u>3160</u>	<u>3160</u>
	<u>3180</u>	<u>3180</u>

**ST JAMES PARK (LONG DITTON) ESTATE**  
Service Charge Account

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**INCOME AND EXPENDITURE ACCOUNT**  
Year ended 31 December 2019

	Note	2019 £	2018 £
Income		176,126	166,596
Administrative expenses		176,477	166,488
OPERATING Excess/(Loss)		<u>(351)</u>	<u>108</u>
Interest receivable and similar income		351	(108)
<b>SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		<u>-</u>	<u>-</u>
Tax on profit on ordinary activities	2	-	-
<b>RETAINED SURPLUS/(LOSS) FOR THE FINANCIAL YEAR</b>		<u><u>-</u></u>	<u><u>-</u></u>

**ST JAMES PARK (LONG DITTON) ESTATE**  
Service Charge Account

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**BALANCE SHEET**  
31 December 2019

	Note	2019 £	2018 £
<b>FIXED ASSETS</b>	6	<u>2453</u>	<u>669</u>
<b>CURRENT ASSETS</b>			
Debtors	3	10,056	12,311
Cash at Bank and in hand		161,499	136,486
		<u>174,008</u>	<u>149,466</u>
<b>CREDITORS: amounts falling due within one year</b>	4	68,797	59,882
<b>NET CURRENT ASSETS</b>		<u>105,211</u>	<u>89,584</u>
<b>NET ASSETS</b>		<u><u>105,211</u></u>	<u><u>89,584</u></u>
<b>CAPITAL AND RESERVES</b>			
Major works reserve	5	105,211	89,584
<b>MEMBERS' FUNDS</b>		<u><u>105,211</u></u>	<u><u>89,584</u></u>



**ST JAMES PARK (LONG DITTON) ESTATE**  
Service Charge Account

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**NOTES TO THE ACCOUNTS**  
Year Ended 31 December 2019

**1 ACCOUNTING POLICIES**

The financial statements are prepared in accordance with applicable accounting standards. The particular accounting policies adopted are described below.

**Accounting convention**

The financial statements are prepared under the historical cost convention.

**Service charge income**

Service charge income represents the amount receivable from members to recover operating costs.

**2 TAX ON PROFIT ON ORDINARY ACTIVITIES**

Tax charge for the year

	2019 £	2018 £
Current taxation		
Income tax on bank interest receivable	-	-
	<u>-</u>	<u>-</u>

**3 DEBTORS**

	2019 £	2018 £
Service charge arrears	8,673	11,067
Service charge Shortfall	-	-
Prepayments	1,383	1,244
Other Debtors	-	-
	<u>10,056</u>	<u>12,311</u>

All amounts are due within one year

**ST JAMES PARK (LONG DITTON) ESTATE**  
**Service Charge Account**

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**NOTES TO THE ACCOUNTS**  
Year Ended 31 December 2019

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

	2019 £	2018 £
Service Charges paid in advance	39,334	41,281
Income Tax payable	-	152
Other creditors and accruals	12,912	7,839
Service Charge Excess	<u>16,551</u>	<u>10,610</u>
	<u><u>68,797</u></u>	<u><u>59,882</u></u>

**5 MAJOR WORKS RESERVE**

	General Estate £	Electronic Gate £	Landscape /Planting £	Total
As at 1 January 2019	78,992	18,857	(8,265)	89,584
Transfer from service charge account	10,100	1,000	35,000	46,100
Utilised during year under review	(25,400)		(5,073)	(30,473)
At 31 December 2019	<u><u>63,692</u></u>	<u><u>19,857</u></u>	<u><u>21,662</u></u>	<u><u>105,211</u></u>

**6 ASSETS**

	Garden Equipment £	Dep'n £	Net Value £
Balance brought forward 1 January 2019	3,650	(2,981)	669
Additions	2,388		2,388
Depreciation		(604)	(604)
Balance carried forward 31 December 2019	<u><u>6,038</u></u>	<u><u>(3,585)</u></u>	<u><u>2,453</u></u>

**ST JAMES PARK (LONG DITTON) ESTATE**  
Service Charge Account

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**STATEMENT OF SERVICE CHARGES AND COSTS**  
Year ended 31 December 2019

	NOTE	2019 £	2018 £
<b>INCOME</b>			
Service charge income	1	176,126	166,488
Additional Service Fee		-	-
Bank Interest Received		351	108
		<u>176,477</u>	<u>166,596</u>
<b>SERVICE CHARGE EXPENSES</b>			
Concierge	2	11,092	12,976
General Estate	3	163,443	146,836
Electronic Gate	4	1,942	6,676
		<u>176,477</u>	<u>166,488</u>

**ST JAMES PARK (LONG DITTON) ESTATE**  
**Service Charge Account**

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**NOTES TO THE STATEMENT OF SERVICE CHARGES AND COSTS**  
Year ended 31 December 2019

	2019	2018
	£	£
<b>1 SERVICE CHARGE INCOME</b>		
Service charges demanded	181,899	182,587
Sundry Income	168	48
Excess /Shortfall	(5,590)	(16,147)
	<u>176,477</u>	<u>166,488</u>
<b>2 CONCIERGE EXPENSES</b>		
Staff Costs		
Salaries and National Insurance	11,092	12,976
Telephone	-	-
Other concierge costs	-	-
	<u>11,092</u>	<u>12,976</u>
<b>3 GENERAL ESTATE EXPENSES</b>		
Insurance	1,608	1,638
Insurance ReValuation	900	-
Electricity	5,296	6,082
Light bulb replacement	535	-
Maintenance of landscaped areas	71,594	63,562
Annual Replanting	8,231	-
Signage	-	-
General repairs and renewals	9,804	10,089
Plant and Machinery maintenance	-	237
Bank Charges	445	449
Interest Payable	-	-
Hire of Hall	80	80
Management fees	16,320	16,320
Water Rates	(87)	238
Depreciation	604	365
Legal & Professional	-	-
Printing, Stationery	451	426
Accounting	1,200	1,200
Sundry expenses	1,362	1,050
	<u>118,343</u>	<u>101,736</u>
Transfer to landscaping reserve fund	35,000	35,000
Transfer to Major works reserve fund	10,100	10,100
	<u>163,443</u>	<u>146,836</u>
<b>4 ELECTRONIC GATE EXPENSES</b>		
Gate and barrier maintenance	942	5,676
	<u>942</u>	<u>5,676</u>
Transfer to electronic gate reserve fund	1,000	1,000
	<u>1,942</u>	<u>6,676</u>