

**QUEENSWOOD MANAGEMENT ASSOCIATION LIMITED**

**FINANCIAL STATEMENTS**

**for the year ended  
31st March 2005**

**QUEENSWOOD MANAGEMENT ASSOCIATION LIMITED****DIRECTORS' REPORT  
for the year ended 31st March 2005**

<b>Directors:</b>	<b>J S McElarney (Chair)</b>	<b>R J Haswell</b>
	<b>E K Griffith (Secretary)</b>	<b>G L Kerridge</b>
	<b>K S Crosby</b>	<b>P A Thurman DCH</b>

The directors present their annual report and the financial statements of the company for the period ended 31st March 2005.

**PRINCIPAL ACTIVITIES**

The Company's principal activity during the year continued to be that of the administration of the maintenance, enhancement and general running of the property known as "Queenswood Gardens", Wanstead, London E11.

**RESIDENTS' FUNDS**

In order to assist the management of expenditure on the property, the Directors have decided to divide Residents' Funds between a Contingency Fund and a Major Works Fund.

The Contingency Fund has been established with a balance of £10,000 and remaining funds at 31 March 2005 have been placed into the Major Works Fund.

Thereafter, it is intended that any surplus arising will first be applied to maintaining the Contingency Fund at £10,000, or such other sum as the Board may decide, the balance being transferred to the Major Works Fund.

Whilst the actual percentage of the Major Works Fund to be applied against any one project will remain the Directors' discretion, it will not exceed two thirds of the total in the Fund.

**DIRECTORS' INTERESTS**

The directors who held office during the period are shown below. The directors' interests in the share capital of the company as recorded in the register of directors' share interest are as follows:

	Ordinary shares	
	2005 or date of resignation	2004 or date of appointment
K S Crosby	1	1
E K Griffith	1	1
G L Kerridge	1	1
J S McElarney	1	1
P A Thurman DCH	1	1
R J Haswell (appointed 7 March 2005)	1	1
P Kennedy (resigned 26 October 2004)	1	1

**DIRECTORS' RESPONSIBILITIES**

Company law requires the directors to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the company as at the end of the financial period 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 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 enable them to ensure that 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 of fraud and other irregularities.

**AUDITORS**

A resolution will be put to the forthcoming Annual General Meeting that The Kings Mill Partnership, be re-appointed for the ensuing year.

**This report was approved by the Board on 7th June 2005**

<b>Directors</b>	<b>J S McElarney</b>
	<b>R J Haswell</b>

**AUDITORS' REPORT  
TO THE SHAREHOLDERS OF QUEENSWOOD MANAGEMENT ASSOCIATION LIMITED**

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We have audited the financial statements of Queenswood Management Association Limited for the year ended 31 March 2005 which comprise the Income and Expenditure Account, Balance Sheet and related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

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 in the statement of Directors' responsibilities the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirement and United Kingdom Accounting Standards.

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. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if 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

**BASIS OF OPINION**

We conducted our audit in accordance with Auditing Standards 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 statement. 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 statement are free from material misstatements, whether caused by fraud or other irregularity or error. In forming our opinion, we have 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 of the state of the company's affairs as at 31st March 2005 and of its results for the year then ended and have been properly prepared in accordance with the provision of the companies Act 1985, as applicable to small companies.

*The Kings Mill Partnership*

**Chartered Accountants  
Registered Auditors**

**75 Park Lane  
Croydon  
Surrey  
CR9 1XS**

**QUEENSWOOD MANAGEMENT ASSOCIATION LIMITED**

**INCOME AND EXPENDITURE ACCOUNT**  
for the year ended 31st March 2005

	Notes	2005 £	2004 £
<b>INCOME</b>		128,106	102,384
Cost of sales		(127,358)	(101,788)
		<u>748</u>	<u>596</u>
<b>Administrative expenses</b>		(1,852)	(2,710)
		<u>(1,104)</u>	<u>(2,114)</u>
Bank Interest Received		1,104	469
<b>EXCESS OF INCOME OVER EXPENDITURE BEFORE TAXATION</b>		-	(1,645)
Taxation		-	-
<b>RETAINED EXCESS OF INCOME OVER EXPENDITURE FOR THE FINANCIAL YEAR</b>		-	(1,645)
Balance brought forward		-	1,645
<b>RETAINED PROFITS CARRIED FORWARD</b>		<u>£ -</u>	<u>£ -</u>

**CONTINUING OPERATIONS**

None of the company's activities were acquired or discontinued during the above financial period.

**TOTAL RECOGNISED GAINS AND LOSSES**

The company has no recognised gains or losses other than the loss for the above two financial years.

**QUEENSWOOD MANAGEMENT ASSOCIATION LIMITED**

**BALANCE SHEET**  
as at 31st March 2005

	Notes	2005		2004	
		£	£	£	£
<b>CURRENT ASSETS</b>					
Monies due from lessees		12,704		14,939	
Insurance Claim		-		1,900	
Cash at bank held by managing agent		63,466		47,533	
		<u>76,170</u>		<u>64,373</u>	
<b>CREDITORS: amounts falling due within one year</b>					
Sundry creditors and accruals		<u>1,410</u>		<u>2,350</u>	
<b>NET CURRENT ASSETS</b>			74,760		62,023
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>74,760</u>		<u>62,023</u>
<b>PROVISION FOR LIABILITIES AND CHARGES</b>					
Major Works Fund	5.	64,681		51,944	
Contingency Fund	5.	<u>10,000</u>		<u>10,000</u>	
Residents' Reserve Funds			74,681		61,944
<b>CAPITAL AND RESERVES</b>					
Called up share capital			79		79
Profit and loss account			-		-
			<u>£74,760</u>		<u>£62,023</u>

Advantage is taken in the preparation of these financial statements of the special exemptions applicable to small companies conferred by Part VII of the Companies Act 1985. In the directors' opinion, the company is entitled to those exemptions as a small company.

The financial statements on pages 3 to 7 were approved by the Board on 7th June 2005

Directors      J S McElarney  
                    R J Haswell

**QUEENSWOOD MANAGEMENT ASSOCIATION LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2005

**1. ACCOUNTING POLICIES**

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

**Basis of preparation**

The financial statements have been prepared under the historical cost convention.

**Income**

Income represents the amount charged to resident in respect of maintenance and insurance of the property.

**Residents' Funds**

As indicated in the Directors' Report, funds are transferred from income each year in order to maintain the Contingency Fund at £10,000, the balance being transferred to the Major Works Fund.

**Cash flow Statements**

The Directors have taken advantage of the exemption not to produce a cash flow statement on grounds that the company meets the requirements of a small company.

**2. EXCESS OF INCOME OVER EXPENDITURE**

	<b>2005</b>	<b>2004</b>
	<b>£</b>	<b>£</b>
Excess of income over expenditure is stated after charging:		
Auditor's remuneration	<u>1,000</u>	<u>1,000</u>

**3. DIRECTORS' EMOLUMENTS**

No remuneration was paid during the year to any of the Directors. The Directors received no consideration or benefits during the year in respect of the management of the Company either directly or from third parties

**4. TAXATION**

	<b>2005</b>	<b>2004</b>
	<b>£</b>	<b>£</b>
Corporation tax charge on interest received for the year at 0% (2000-20%)	<u>-</u>	<u>-</u>

**5. RESIDENTS' RESERVE FUNDS**

	<b>Major Works Fund</b>	<b>Contingency Fund</b>	<b>Total</b>
Balance 1 April 2004	51,944	10,000	61,944
Transfer from/(to) Income and Expenditure Account	28,537		28,537
Contribution towards Internal Decorations	(15,800)		(15,800)
	<u>64,681</u>	<u>10,000</u>	<u>74,681</u>

**6. SHARE CAPITAL**

	<b>2005</b>	<b>2004</b>
	<b>£</b>	<b>£</b>
<b>Authorised share capital:</b>		
200 Ordinary shares of £0.50 each	<u>100</u>	<u>100</u>
<b>Allocated, called up and fully paid</b>		
Ordinary share capital	<u>79</u>	<u>79</u>

**QUEENSWOOD MANAGEMENT ASSOCIATION LIMITED**

**INCOME AND EXPENDITURE ACCOUNT**  
for the year ended 31st March 2005

	2005		2004	
	£	£	£	£
<b>INCOME</b>				
Service charges		101,437		102,384
Service charges re internal decorations		<u>26,669</u>		<u>-</u>
		128,106		102,384
<b>ESTABLISHMENT AND ADMINISTRATION EXPENSES</b>				
Window Cleaning	2,728		4,147	
Gardening	15,315		15,105	
Cleaning	12,510		12,780	
Additional Gardening costs	3,496		1,093	
New Bins	-		5,520	
Repairs & Maintenance	4,649		11,353	
Internal Decoration : Cost of works	36,105		-	
: Supervision etc	<u>4,329</u>		-	
	40,434			
Transfer from Residents' Reserve fund	<u>(15,800)</u>			
		24,634		-
Pest Control	140		1,179	
Insurance	13,353		12,393	
Water Rates	480		251	
Electricity	2,853		2,507	
Telephone	-		111	
General Expenses	1,015		1,387	
Managing agent's: management fees	13,923		10,443	
: reports	940		-	
Bank Charges	29		13	
Legal & professional fees	2,346		457	
Audit and accountancy fees: current year	1,410		2,056	
: re prior year	<u>852</u>		<u>654</u>	
		<u>(100,673)</u>		<u>(81,449)</u>
		27,433		20,935
Interest Received		1,104		469
		<u>28,537</u>		<u>21,404</u>
<b>TRANSFERS TO/(FROM) RESERVE FUNDS</b>				
Transfer (surplus)/deficit to Residents' Reserve Fund	(28,537)		(21,404)	
Additional transfer to Residents' Reserve Fund	<u>-</u>		<u>(1,645)</u>	
		<u>(28,537)</u>		<u>(23,049)</u>
<b>EXCESS OF INCOME OVER EXPENDITURE BEFORE TAXATION</b>				
		<u>£Nil</u>		<u>£(1,645)</u>

This statement does not form part of the statutory financial statements and is for the information of the Directors only.