

Company Reg No 3642679

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

**Report and Financial Statements**

**31 December 2007**

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

**REPORT AND FINANCIAL STATEMENTS 2007**

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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 2007

## DIRECTORS' REPORT - ACCOUNTS FOR MEMBERS

This report has been prepared in accordance with the special provisions to small companies under section 246 of the Companies Act 1985

## ACTIVITIES

The company's principal activity is the management of the development at St James Park, Long Ditton, Surrey

## 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	
	2007	2006
G T Anthony	1	1
P H Brady	1	1
H M Catto	1	1
R P Cunningham	1	1
J J S Dunley	1	1
H A French	1	1
A P Muir (Appointed 20/09/07)	1	1
A J Neale	1	1
A R Newman (Resigned 20/09/07)	1	1
J A Rooks	1	1
J Senior	1	1
G Vipond (Resigned 20/09/07)	1	1

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

R P Cunningham  
Chairman

Date



21/8/08

**INCOME AND EXPENDITURE ACCOUNT**  
**Year ended 31 December 2007**

	Note	2007 £	2006 £
Income		110,003	108,426
Administrative expenses		112,303	109,380
OPERATING PROFIT		<u>(2,300)</u>	<u>(954)</u>
Interest receivable and similar income		3,499	1,590
SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION		<u>1,199</u>	<u>636</u>
Tax on profit on ordinary activities	3	(1,199)	(636)
RETAINED SURPLUS/(LOSS) FOR THE FINANCIAL YEAR		<u><u>-</u></u>	<u><u>-</u></u>

**BALANCE SHEET**  
**31 December 2007**

	Note	2007 £	2006 £
<b>FIXED ASSETS</b>	8	<u>460</u>	<u>690</u>
<b>CURRENT ASSETS</b>			
Debtors	4	10,195	10,348
Cash at Bank and in hand		88,124	63,307
		<u>98,319</u>	<u>73,655</u>
<b>CREDITORS</b> amounts falling due within one year	5	31,894	15,880
<b>NET CURRENT ASSETS</b>		<u>66,425</u>	<u>57,775</u>
<b>NET ASSETS</b>		<u><u>66,885</u></u>	<u><u>58,465</u></u>
<b>CAPITAL AND RESERVES</b>			
Called up share capital	6	3,180	3,180
Major works reserve	7	63,705	55,285
<b>SHAREHOLDERS' FUNDS</b>		<u><u>66,885</u></u>	<u><u>58,465</u></u>

These accounts have been prepared in accordance with the special provisions relating to small companies under section 246 of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities (Effective June 2002)

These accounts have not been audited because the company is entitled to an exemption provided by sections 249A(1) of the Companies Act 1985 and its members have not required the company to obtain an audit of these accounts in accordance with section 249B(2)

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records that comply with section 221 of the Companies Act 1985. The directors also acknowledge their responsibilities for 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 section 226 of the Companies Act 1985, and which otherwise comply with the requirements of that Act relating to accounts, so far as applicable to the company.

These financial statements were approved by the Directors on 21 August 2008 and we confirm that we have made available all relevant records and information for their preparation.

Signed on behalf of the Board of Directors



J J S Dunley  
Director

**NOTES TO THE ACCOUNTS**

Year Ended 31 December 2007

**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.

**Fixed Assets**

Equipment is being depreciated over its estimated useful life of 5 years on a straight line basis.

**Service charge income**

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

**2 INFORMATION REGARDING DIRECTORS**

No director received any emoluments during 2006 or 2007.

**3 TAX ON PROFIT ON ORDINARY ACTIVITIES**

	2007	2006
	£	£
Tax charge for the year		
Current taxation		
Income tax on bank interest receivable	<u>1,199</u>	<u>636</u>

**4 DEBTORS**

	2007	2006
	£	£
Service charge arrears	3,545	3,651
Prepayments	3,535	3,602
Other Debtors	3,115	3,095
	<u>10,195</u>	<u>10,348</u>

All amounts are due within one year.

## NOTES TO THE ACCOUNTS

Year Ended 31 December 2007

## 5 CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	2007 £	2006 £
Service Charges paid in advance	6,705	12,804
Service charge excess to be refunded to members - 2007	6,164	-
Service charge excess to be refunded to members - 2006	2,208	8,528
Service charge excess to be refunded to members - 2005	<u>(72)</u>	<u>(8,339)</u>
	8,300	189
Income Tax payable	667	167
Other creditors and accruals	16,222	2,720
	<u>31,894</u>	<u>15,880</u>

## 6 CALLED UP SHARE CAPITAL

	2007 £	2006 £
Authorised and allotted		
2 Ordinary 'A' shares of £10 00 each	20	20
316 Ordinary 'B' shares of £10 00 each	3,160	3,160
	<u>3,180</u>	<u>3,180</u>

## 7 MAJOR WORKS RESERVE

	General Estate £	Electronic Gate £	Landscape /Planting £	Total
As at 1 January 2007	46,575	6,857	1,853	55,285
Transfer from service charge account	6,600	1,000	8,200	15,800
Utilised during year under review	(1,868)	-	(5,512)	(7,380)
At 31 December 2007	<u>51,307</u>	<u>7,857</u>	<u>4,541</u>	<u>63,705</u>

## 8 ASSETS

	Garden Equipment £	Dep'n £	Net Book Value £
Balance brought forward 1 January 2007	1,150	(460)	690
Additions/(charge) for the year	-	(230)	(230)
Balance carried forward 31 December 2007	<u>1,150</u>	<u>(690)</u>	<u>460</u>

## SERVICE CHARGE INCOME AND EXPENDITURE ACCOUNT

Year ended 31 December 2007

	NOTE	2007 £	2006 £
<b>INCOME</b>			
Service charge income	1	110,003	108,426
Bank Interest receivable (net of tax)		2,300	954
		<u>112,303</u>	<u>109,380</u>
<b>SERVICE CHARGE EXPENSES</b>			
Concierge	2	12,956	13,810
General Estate	3	97,968	93,960
Electronic Gate	4	1,379	1,610
		<u>112,303</u>	<u>109,380</u>



## NOTES TO THE SERVICE CHARGE INCOME AND EXPENDITURE ACCOUNT

Year ended 31 December 2007

	2007 £	2006 £
<b>1 SERVICE CHARGE INCOME</b>		
Service charges demanded	116,167	116,954
(Excess repayable)/shortfall receivable	(6,164)	(8,528)
	<u>110,003</u>	<u>108,426</u>
<b>2 CONCIERGE EXPENSES</b>		
Staff Costs		
Salaries and National Insurance	11,132	12,423
Telephone	1,824	876
Other concierge costs	-	511
	<u>12,956</u>	<u>13,810</u>
<b>3 GENERAL ESTATE EXPENSES</b>		
Insurance	1,957	2,041
Electricity	3,495	3,516
Light bulb replacement	511	144
Maintenance of landscaped areas	38,398	35,414
Transfer to landscaping reserve fund	8,200	4,000
General repairs and renewals	11,115	7,856
Plant and Machinery maintenance	11,362	11,697
Bank Charges	345	472
Interest Payable	-	34
Hire of Hall	65	65
Management fees	14,922	14,922
Transfer to major works reserve fund	6,600	12,800
Water Rates	136	160
Depreciation	230	230
Legal & Professional	-	59
Printing, Stationery	242	466
Sundry expenses	390	84
	<u>97,968</u>	<u>93,960</u>
<b>4 ELECTRONIC GATE EXPENSES</b>		
Gate and barrier maintenance	125	511
Electricity	254	99
Transfer to electronic gate reserve fund	1,000	1,000
	<u>1,379</u>	<u>1,610</u>