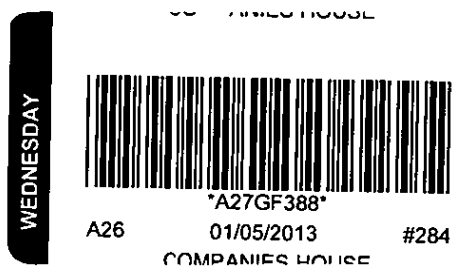


**THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED**  
**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2012**

Company Registration No. 03785721 (England and Wales)



**Alan Cooper Saunders Angel**

Chartered Accountants  
Kenton House  
666 Kenton Road  
Harrow, Middlesex  
HA3 9QN

# THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED

## COMPANY INFORMATION

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<b>Directors</b>	Mrs K Marshall (Appointed 26 November 2012) Ms E Benveniste
<b>Company number</b>	03785721
<b>Registered office</b>	2 The Manor House 23A Eastbury Avenue Northwood Middlesex HA6 3LT
<b>Accountants</b>	Alan Cooper Saunders Angel Chartered Accountants Kenton House 666 Kenton Road Harrow, Middlesex HA3 9QN

# THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED

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# THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED

## DIRECTORS' REPORT

**FOR THE YEAR ENDED 31 DECEMBER 2012**

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The directors present their report and financial statements for the year ended 31 December 2012

### Principal activities

The principal activity of the company in the year under review was that of the management and administration, on a non profit making basis, of the communal areas relating to the development on behalf of the property owners, lessees or tenants

### Directors

The following directors have held office since 1 January 2012

Mrs K Marshall

(Appointed 26 November 2012)

Ms E Benveniste

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006

On behalf of the board



Ms E Benveniste

Director

15/04/13

# THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED

## CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED FOR THE YEAR ENDED 31 DECEMBER 2012

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of The Manor House (Northwood) Management Company Limited for the year ended 31 December 2012 set out on pages 3 to 5 from the company's accounting records and from information and explanations you have given us

As a practising member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at [icaew.com/membershandbook](http://icaew.com/membershandbook)

This report is made solely to the Board of Directors of The Manor House (Northwood) Management Company Limited, as a body, in accordance with the terms of our engagement letter dated 25 August 2004. Our work has been undertaken solely to prepare for your approval the financial statements of The Manor House (Northwood) Management Company Limited and state those matters that we have agreed to state to the Board of Directors of The Manor House (Northwood) Management Company Limited, as a body, in this report in accordance with AAF 2/10 as detailed at [icaew.com/compilation](http://icaew.com/compilation). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The Manor House (Northwood) Management Company Limited and its Board of Directors as a body, for our work or for this report.

It is your duty to ensure that The Manor House (Northwood) Management Company Limited has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and loss of The Manor House (Northwood) Management Company Limited. You consider that The Manor House (Northwood) Management Company Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of The Manor House (Northwood) Management Company Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

  
Alan Cooper Saunders Angel

Chartered Accountants  
Kenton House  
666 Kenton Road  
Harrow, Middlesex  
HA3 9QN

30.04.2013

# THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED

## PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2012

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		2012	2011
	Notes	£	£
Turnover		14,850	14,850
Administrative expenses		(28,364)	(17,885)
Other operating income		1,401	-
		<u>          </u>	<u>          </u>
<b>Operating loss</b>		<b>(12,113)</b>	<b>(3,035)</b>
Other interest receivable and similar income	2	6	11
		<u>          </u>	<u>          </u>
<b>Loss on ordinary activities before taxation</b>		<b>(12,107)</b>	<b>(3,024)</b>
Tax on loss on ordinary activities		-	-
		<u>          </u>	<u>          </u>
<b>Loss on ordinary activities after taxation</b>	5	<b>(12,107)</b>	<b>(3,024)</b>
		<u>          </u>	<u>          </u>

**THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY  
LIMITED**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2012**

	Notes	2012 £	£	2011 £	£
<b>Current assets</b>					
Debtors	3	905		3,536	
Cash at bank and in hand		2,042		10,444	
		<u>2,947</u>		<u>13,980</u>	
<b>Creditors amounts falling due within one year</b>	4	<u>(3,921)</u>		<u>(2,847)</u>	
<b>Total assets less current liabilities</b>			<u>(974)</u>		<u>11,133</u>
<b>Capital and reserves</b>					
Profit and loss account	5		(974)		11,133
<b>Shareholders' funds</b>			<u>(974)</u>		<u>11,133</u>

For the financial year ended 31 December 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Directors' responsibilities

- The members have not required the company to obtain an audit of its financial statements 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 financial statements

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

Approved by the Board for issue on 15/04/13

*E Benveniste*

Ms E Benveniste  
Director

*K. Marshall*

Mrs K Marshall  
Director

Company Registration No 03785721

# THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

#### 1.2 Turnover

Turnover represents net invoiced sales of services and contribution towards administrative costs

2 Investment income	2012	2011
	£	£
Bank interest	6	11
	<u>6</u>	<u>11</u>

3 Debtors	2012	2011
	£	£
Other debtors	905	3,536
	<u>905</u>	<u>3,536</u>

4 Creditors amounts falling due within one year	2012	2011
	£	£
Trade creditors	1,021	333
Other creditors	2,900	2,514
	<u>3,921</u>	<u>2,847</u>

### 5 Statement of movements on profit and loss account

	Profit and loss account £
Balance at 1 January 2012	11,133
Loss for the year	<u>(12,107)</u>
Balance at 31 December 2012	<u>(974)</u>



**THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY  
LIMITED**

**MANAGEMENT INFORMATION**

**FOR THE YEAR ENDED 31 DECEMBER 2012**

**THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY  
LIMITED**

**DETAILED TRADING AND PROFIT AND LOSS ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2012**

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	2012	2011
	£	£
<b>Turnover</b>		
Service charge receivable	14,850	14,850
<b>Administrative expenses</b>	(28,364)	(17,885)
	<u>(13,514)</u>	<u>(3,035)</u>
<b>Other operating income</b>		
Sundry income	1,401	-
	<u>(12,113)</u>	<u>(3,035)</u>
<b>Operating loss</b>		
<b>Other interest receivable and similar income</b>		
Bank interest - received	6	11
	<u>(12,107)</u>	<u>(3,024)</u>
<b>Loss before taxation</b>	<u><u>(12,107)</u></u>	<u><u>(3,024)</u></u>

**THE MANOR HOUSE (NORTHWOOD) MANAGEMENT COMPANY  
LIMITED**

**SCHEDULE OF ADMINISTRATIVE EXPENSES  
FOR THE YEAR ENDED 31 DECEMBER 2012**

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	2012	2011
	£	£
<b>Administrative expenses</b>		
Electricity	898	819
Maintenance	17,168	9,631
Building insurance	3,137	2,543
Entry phone maintenance	210	265
Annual return fee	41	14
Pump station maintenance	717	710
Gate maintenance	2,034	108
Lift maintenance	683	525
Telephone	288	321
Legal and professional fees	204	452
Management charges	1,950	1,490
Accountancy fee	900	864
Sundry expenses	134	143
	<hr/>	<hr/>
	28,364	17,885
	<hr/> <hr/>	<hr/> <hr/>