

Costs

EARLS COURT MANAGEMENT COMPANY LIMITED

ACCOUNTS

YEAR ENDED

31ST DECEMBER 1998

REF: 02941353

SAGARS

Chartered Accountants



**EARLS COURT MANAGEMENT COMPANY LIMITED**

**DIRECTORS' REPORT**

**DIRECTORS**

C.G. Roberts  
J.G. Linneker

The directors submit their report and accounts for the year ended 31st December 1998.

**PRINCIPAL ACTIVITIES**

The company's principal activity during the year was that of administering the services common to the flat owners of Sequana Court.

**DIRECTORS AND THEIR INTERESTS**

The directors of the company during the year and their beneficial interests in the company's share capital were as follows:

	Ordinary shares	
	31.12.98	31.12.97
C.G. Roberts (Subscriber share)	1	1
J.G. Linneker	-	-

**DIRECTORS' RESPONSIBILITIES**

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the company's state of affairs at the end of the year and of its profit or loss for that period. In preparing those accounts 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 accounts on the going concern basis unless it is inappropriate to assume 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 accounts 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 and detection of fraud or other irregularities.

**AUDITORS**

A resolution to re-appoint Sagars as auditors will be put to the members at the Annual General Meeting.

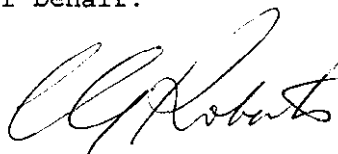
**EXEMPTION**

In preparing this report, the board has taken advantage of special exemptions available to small companies, on the grounds that the company qualifies as small for the year ended 31st December 1998.

Approved by the board on 16th September 1999

Signed on their behalf:

C.G. Roberts  
Secretary



AUDITORS' REPORT

TO THE SHAREHOLDERS OF EARLS COURT MANAGEMENT COMPANY LIMITED

We have audited the accounts on pages 3 to 6 which have been prepared under the accounting policies set out on page 5.

**Respective responsibilities of directors and auditors**

As described in the Directors' Report the company's directors are responsible for the preparation of accounts. It is our responsibility to form an independent opinion, based on our audit, on those accounts and to report our opinion to you.

**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 accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts, 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 accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of the information in the accounts.

**Explanatory paragraph**

These accounts do not conform to the layout specified in the Companies Act 1985. We agree that this modification is necessary to give a true and fair view of the state of the company's affairs, and our opinion is not qualified in this report.

**Unqualified opinion**

In our opinion the accounts give a true and fair view of the state of the company's affairs as at 31st December 1998 and have been properly prepared in accordance with the Companies Act 1985.



SAGARS  
Chartered Accountants  
and Registered Auditors  
Elizabeth House  
Queen Street  
LEEDS  
LS1 2TW

16th September 1999

EARLS COURT MANAGEMENT COMPANY LIMITED

INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31ST DECEMBER 1998

	1998	1997
<b>INCOME</b>		
Management fees receivable	£5,134	£8,468
	<u>          </u>	<u>          </u>
<b>EXPENDITURE</b>		
Electricity	140	180
Insurance	831	917
Cleaning	1,362	1,454
Repairs	171	3,325
Gardening	476	446
Management charges	1,763	1,763
Audit and accountancy charges	364	353
Sundry	27	30
	<u>          </u>	<u>          </u>
	£5,134	£8,468
	<u>          </u>	<u>          </u>

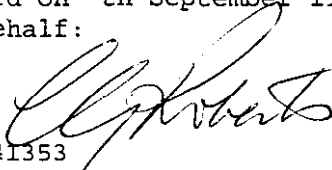
EARLS COURT MANAGEMENT COMPANY LIMITED

BALANCE SHEET AT 31ST DECEMBER 1998

	Notes		1998	1997
<b>CURRENT ASSETS</b>				
Debtors	1	3,059	4,176	
		<u>3,059</u>	<u>4,176</u>	
<b>CREDITORS - amounts falling due within one year</b>	2	<b>(3,027)</b>	<b>(4,144)</b>	
		<u>(3,027)</u>	<u>(4,144)</u>	
<b>NET CURRENT ASSETS</b>			<u>32</u>	<u>32</u>
<b>NET ASSETS</b>			<u>£32</u>	<u>£32</u>
 <b>CAPITAL AND RESERVES</b>				
Called up share capital	3		32	32
			<u>32</u>	<u>32</u>
<b>SHAREHOLDERS' FUNDS</b>			<u>£32</u>	<u>£32</u>

Approved by the board on th September 1999  
and signed on its behalf:

C.G. Roberts  
Director  
Company number: 02941353



The notes on page 6 form part of these accounts

EARLS COURT MANAGEMENT COMPANY LIMITED

STATEMENT OF ACCOUNTING POLICIES

**Basis of accounting**

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards.

The layout of the accounts departs from that set out in the Companies Act 1985. In the opinion of the directors, the format adopted is more appropriate to disclose a true and fair view of the state of the company's affairs, in view of the nature of this company.

**EARLS COURT MANAGEMENT COMPANY LIMITED**

**NOTES ON THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 1998**

<b>1 DEBTORS</b>	<b>1998</b>	<b>1997</b>
Excess charges to be recovered from flat owners	-	218
Arrears of service charges due from flat owners	3,043	3,942
Other debtors	16	16
	<u>£3,059</u>	<u>£4,176</u>

<b>2 CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>1998</b>	<b>1997</b>
Bank loans and overdrafts	1,901	3,570
Trade creditors	338	-
Surplus charges due to flat owners	424	-
Accruals and deferred income	364	574
	<u>£3,027</u>	<u>£4,144</u>

**3 CALLED UP SHARE CAPITAL**

	<b>Authorised</b>		<b>Allotted and fully paid</b>	
	<b>1998 No.</b>	<b>1997 No.</b>	<b>1998</b>	<b>1997</b>
Ordinary shares of £1 each	<u>32</u>	<u>32</u>	<u>£32</u>	<u>£32</u>

**4 TRANSACTIONS INVOLVING DIRECTORS**

C.G. Roberts is a principal of Durham Roberts & Co, the managing agents. Management fees of £1,763 were paid during the year (1997 - £1,763).