

Unaudited Financial Statements for the Year Ended 31 December 2013

for

Ottershaw Park Estate - Service Charge

Ottershaw Park Estate - Service Charge

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for the Year Ended 31 December 2013**

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Ottershaw Park Estate - Service Charge

**Income and Expenditure Account
for the Year Ended 31 December 2013**

	Notes	31.12.13 £	31.12.12 £
TURNOVER		18,425	19,510
Administrative expenses		<u>18,676</u>	<u>11,726</u>
OPERATING (DEFICIT)/SURPLUS	2	(251)	7,784
Interest receivable and similar income		<u>126</u>	<u>63</u>
(DEFICIT)/SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION		(125)	7,847
Tax on (deficit)/surplus on ordinary activities	3	<u>-</u>	<u>-</u>
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		<u>(125)</u>	<u>7,847</u>

Ottershaw Park Estate - Service Charge
Balance Sheet
31 December 2013

	Notes	31.12.13 £	31.12.12 £
CURRENT ASSETS			
Debtors	2	75,478	80,498
CREDITORS			
Amounts falling due within one year	3	<u>7,021</u>	<u>11,916</u>
NET CURRENT ASSETS		<u>68,457</u>	<u>68,582</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>68,457</u>	<u>68,582</u>
RESERVES			
Income and expenditure account	4	<u>68,457</u>	<u>68,582</u>
		<u>68,457</u>	<u>68,582</u>

The financial statements were approved by the Board of Directors of Ottershaw Park Estate Company Limited on 31 March 2014 and were signed by:

N J Eastment

 Director

Ottershaw Park Estate - Service Charge

Notes to the Financial Statements for the Year Ended 31 December 2013

1. ACCOUNTING POLICIES

Accounting convention

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

2. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.13	31.12.12
	£	£
Ottershaw Park Woodland Limited	1,353	1,353
Ottershaw Park Estate Company Limited (note A)	73,458	78,486
Prepayments	667	659
	<u>75,478</u>	<u>80,498</u>

- A. Service charge money is held in bank accounts in the name of Ottershaw Park Estate Company Limited

3. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.13	31.12.12
	£	£
Service charges received in advance	1,125	5,430
Runnymede Borough Council – sewerage work	5,056	5,056
Accounts	840	1,430
	<u>7,021</u>	<u>11,916</u>

4. RESERVES

	Income and expenditure account £
At 1 January 2013	68,582
Deficit for the year	<u>(125)</u>
At 31 December 2013	<u>68,457</u>

Ottershaw Park Estate - Service Charge

Detailed Income and Expenditure Account for the Year Ended 31 December 2013

	31.12.13		31.12.12	
	£	£	£	£
Turnover				
Maintenance charges	18,000		18,000	
Costs levied and sundry income	<u>425</u>		<u>1,510</u>	
		18,425		19,510
Other income				
Deposit account interest		<u>126</u>		<u>63</u>
		18,551		19,573
Expenditure				
Insurance	2,638		2,642	
Light and heat	544		596	
Post stationery and telephone	78		61	
Repairs and renewals	5,250		1,919	
Drainage	671		743	
Roads and verges	1,005		2,387	
Woodland maintenance	7,363		1,613	
Sundry expenses	287		281	
Accountancy	840		1,380	
Legal fees	<u>-</u>		<u>100</u>	
		<u>18,676</u>		<u>11,722</u>
		(125)		7,851
Finance costs				
Bank charges		<u>-</u>		<u>4</u>
NET (DEFICIT)/SURPLUS		<u>(125)</u>		<u>7,847</u>

**Accountant's report of factual findings to the Landlord of
OTTERSHAW PARK ESTATE**

We have performed the procedures agreed with you and enumerated below with respect to the service charge statement of account set out on pages 1 to 4 in respect of Ottershaw Park Estate for the year ended 31 December 2013.

This report is made to the Landlord for issue with the service charge supplementary information. Our work has been undertaken to enable us to make this report to the Landlord and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Landlord for our work on this report.

Basis of report

The procedure we carried out with respect to the service accounts were:

1. to check whether the figures contained in the information were extracted correctly from the accounting records maintained by or on behalf of the Landlord.
2. to check, based on a sample, whether entries in the accounting records were supported by receipts, other documentation or evidence that we inspected; and
3. to check whether all service charge monies for this property are held in designated accounts as stated in note 2A and the balances reconciled to the fund balance shown on page 3 of the statement of account.

These procedures did not constitute an audit in accordance with International Standards on Auditing (UK and Ireland) and were not designed to provide any assurance regarding whether the amounts charged are a reasonable amount for the services, or whether those services were provided effectively.

Report of factual findings:

- a. With respect to item 1 we found the figures in the statement of account to have been extracted correctly from the accounting records.
- b. With respect to item 2 we found that those entries in the accounting records that we checked were supported by receipts, other documentation or evidence that we inspected.
- c. With respect to item 3 we found that all service charge monies for the property were held in the designated account named in note 3 and the balances reconciled to the fund balance shown on page 2 of the statement of account.

Signed:

Date:

Henibay Limited
20 Hereford Close
Laleham, Staines
Surrey
TW18 2SA