ONE WARRINGTON GARDENS, LONDON W9 2QB

SERVICE CHARGE ACCOUNTS

FOR THE YEAR ENDED 31ST. DECEMBER 2017

M.E. BALL & ASSOCIATES LIMITED
CHARTERED ACCOUNTANTS
GLOBAL HOUSE
1 ASHLEY AVENUE
EPSOM
SURREY
KT18 5AD

As reviewed and amended by

BURWOODS ACCOUNTANTS
CHARTERED ACCOUNTANTS
9 THE FAIRWAY
NORTHWOOD
MIDDLESEX
HA6 3DZ

ACCOUNTANT'S REPORT TO THE LANDLORD AND LESSEES

ON THE SERVICE CHARGE ACCOUNTS OF

ONE WARRINGTON GARDENS, LONDON W9 2QB

FOR THE YEAR ENDED 31ST. DECEMBER 2017

We have prepared the service charge accounts for the year ended 31st December 2017 from the accounting records, vouchers, information and representations provided to us by the Managing Agents of the Landlord.

In our opinion the service charge accounts are fairly stated and are supported by the above mentioned accounting records, vouchers, information and representations provided to us and comply with S.21(5) of the Landlord & Tenant Act 1985

M.E. Ball & Associates Limited
Chartered Accountants
Global House
1 Ashley Avenue
Epsom
Surrey
KT18 5AD

As reviewed and amended by

Burwoods Accountants
9 The Fairway
Northwood
Middlesex
HA6 3DZ

ONE WARRINGTON GARDENS, LONDON W9 2QB

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST. DECEMBER 2017

		2017		2016
Service Charges Receivable		**195,772**		195,772
EXPENDITURE				
Staff Costs				
Caretakers' Wages	36,066		20,721	
Temporary Wages	283		6,278	
Payroll Administration	1,015		500	
Rent of Caretaker's Flat	23,400		23,400	
Council Tax for Caretaker's Flat	841		817	
Utilities for Caretaker's Flat	1,801		1,221	
		63,406		52,937
Repairs and Improvements				
Lift Maintenance & Telephone	9,493		8,406	
Entrance and Security	2,814		2,954	
Cleaning and Refuse	1,121		999	
Garden	6,679		1,577	
General	25,389		29,183	
		45,496		43,119
Utilities				
Telephone	772		355	
Electricity	17,537		13,723	
Water	11,061		12,333	
		29,370		26,411
Administration				
Management Fees	16,273		17,913	
Accountancy and Audit Fees	1,500		900	
Secretarial Fees	313		626	
Professional Fees	7,117		5,050	
Insurance	19,523		20,025	
Bank Charges	232		187	
		44,958		44,701
Contribution to Reserve Fund		**38,000**		38,000
Total Expenditure		**221,230**		205,168
SURPLUS/DEFICIT FOR YEAR		**-25,458**		-9,396

ONE WARRINGTON GARDENS, LONDON W9 2QB

BALANCE SHEET AS AT 31ST. DECEMBER 2017

	NOTE	2017	2016
ASSETS			
Service Charges Receivable	**3**	**20,212**	12,460
Sundry Debtors	**9**	**14,229**	14,229
Other Debtors and Prepayments	**7**	**22,497**	21,882
Bank Balance	**4**	**119,244**	138,605
		176,182	187,176
LIABILITIES			
Service Charges Received in Advance	**4**	**24,035**	21,199
Accrued Expenses	**8**	**8,528**	10,138
		32,563	31,337
NET ASSETS		**143,619**	155,839
RESERVE FUND	**5**	**143,619**	155,839

Approved --------------------------------

Date -------------------

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST. DECEMBER 2017

1 BASIS OF PREPARATION

The accounts include transactions entered into by, and assets and liabilities in the name of, One Warrington Gardens Management Company Limited (the company). The accounts comply with the company's obligations under the terms of the standard lease for flats in One Warrington Gardens and will satisfy a tenant's request for a summary of relevant costs made under section 21 of the landlord and Tenant Act 1985. The company is a special purpose vehicle which has no business other than the management of One Warrington Gardens on behalf of the flat owners. The company has no beneficial trade.

2 ACCOUNTING POLICIES

The acccounts have been prepared on an accruals basis under the historical cost convention.

3 SERVICE CHARGES RECEIVABLE

See page 5

4 BANK BALANCE

		2017	2016
NATWEST	68625170	91,479	110,784
NATWEST	68646321	20,411	20,407
NATWEST	68646313	7,354	7,414
		119,244	138,605

5 RESERVE FUND

	2017	2016
Balance brought forward	155,839	124,387
Contributions for the year	38,000	38,000
Surplus/Deficit for year	-25,458	-9,396
Capitalised Repairs	-24,762	2,848
Balance carried forward	143,619	155,839

The reserve fund is built up by annual contributions to meet the future costs of major periodic maintenance and capital expenditure.

Capitalised repairs have been adjusted in 2016 and 2017 to include the two Natwest bank balances 68646321 and 68646313 in note 4 above. These bank balances had mistakenly not previously been included since 2010 but the directors only became aware of them in 2017.

7 DEBTORS AND PREPAYMENTS

	2017	2016
Prepaid Insurance	10,391	10,173
Prepaid Door Maintenance	520	520
Management Fees paid in advance	4,231	4,068
Prepaid Lift Maintenance	7,355	7,121
	22,497	21,882

8 ACCRUED EXPENSES

	2017	2016
Water Rates	1,463	783
Repairs	0	5,857
Gas	297	0
Electricity	4,719	414
Gardening	0	313
PAYE & Payroll Costs	1,149	457
Insurance	0	219
Temporary Staff	0	55
Professional Fees	0	240
Accountancy	900	1,800
	8,528	10,138

9 SUNDRY DEBTORS

	2017	2016
One Warrington Gardens (Freehold) Ltd	14,229	14,229

Sundry debtors of £14,229 comprise a balance receivable from One Warrington Gardens (Freehold) Ltd. This balance is under investigation by the directors as to its nature and validity.

ONE WARRINGTON GARDENS

SERVUCE CHARGE ACCOUNT

FOR THE YEAR ENDED 31ST. DECEMBER 2017

FLAT	SUMS DUE B/F	AMOUNT REQUESTED	GROUND RENT	AMOUNTS PAID	ARREARS C/F	IN ADV C/F	
1	-1,251.32	7,517.68	150.00	-7,817.64		-1,401.28	CHAN CHO ONN
2	0.00	5,853.60	150.00	-5,991.60	12.00		BRICKWELL
3	-852.46	7,478.52	150.00	-7,800.00		-1,023.94	EROL
3A	0.00	7,498.08	150.00	-9,597.60		-1,949.52	CURY
5	1,351.89	5,207.56	100.00	-6,659.45		0.00	HARGUNANI
6	-18.80	4,541.92	100.00	-4,625.00		-1.88	DWEK
7	-1,572.71	4,718.12	100.00	-4,718.16		-1,472.75	SANDERLING
8	0.00	6,108.12	150.00	-6,258.12		0.00	AITKEN
9	0.00	6,108.12	150.00	-3,129.06	3,129.06		BLAKE
10	-1,229.53	4,718.12	100.00	-4,818.12		-1,229.53	PEREIRA
11	2,632.06	3,856.72	50.00	0.00	6,538.78		PHILLIPS
12	-25.00	4,816.00	100.00	-4,916.00		-25.00	FOWLER
13	-1,155.06	4,620.24	100.00	-4,770.24		-1,205.06	GAGRANI
15	0.00	5,168.40	100.00	-5,268.40		0.00	HARRISON
15A	1,292.10	5,168.40	100.00	-6,560.50		0.00	YAKIMOVA
16	0.00	4,737.68	100.00	-3,603.26	1,234.42		YAU
17	1,013.12	4,052.48	50.00	-5,115.60		0.00	SUTERWALLA
18	-1,254.00	4,816.00	100.00	-4,916.00		-1,254.00	STARR
19	-1,205.06	4,620.24	100.00	-3,465.18	50.00		MOCATTA
20	0.00	5,168.39	100.00	-6,660.50		-1,392.11	GLOVER
21	-1,342.10	5,168.40	100.00	-3,926.30		0.00	FABRIS
22	-0.05	4,737.68	100.00	-4,837.68		-0.05	KAYE
23	-1,038.12	4,052.49	50.00	-4,102.48		-1,038.11	DAVIS
24	3,916.00	4,816.00	100.00	-8,832.00		0.00	HIRANANDANI
25	1,155.06	4,620.24	100.00	-5,875.30		0.00	DHAUN
26	-1,828.30	5,168.40	100.00	-1,974.49	1,465.61		PASCHAL
27	0.00	5,168.39	100.00	-5,268.40		-0.01	STAFFORD
28	199.72	4,737.68	100.00	-4,837.72	199.68		WUJANTO
29	50.00	4,052.48	50.00	-4,152.48		0.00	SOLVA
30	13.12	4,052.48	100.00	900.00	5,065.60		KROSRAVI
31	-1,180.29	4,522.36	100.00	-3,441.77	0.30		LONG MAN
32	-1,283.37	4,933.48	100.00	-5,033.48		-1,283.37	SEIGLER
33	-1,283.37	4,933.48	100.00	-1,233.37	2,516.74		JADE
34	-2,500.32	4,600.64	100.00	-6,900.96		-4,700.64	PRUDENTIAL
35	836.93	3,347.72	50.00	-5,096.58		-861.93	GAVIO
36	0.00	6,147.24	150.00	-7,834.05		-1,536.81	HAMPTON
37	-2,180.08	8,320.32	200.00	-8,520.32		-2,180.08	COVEZZI
38	0.00	5,618.68	150.00	-7,248.35		-1,479.67	MOKHTARZDEH
	-8,739.94	195,772.55	4,050.00	-194,906.16	20,212.19	-24,035.74	

ONE WARRINGTON GARDENS **YEAR TO 31.12.17.**

		2017	2016
PREPAYMENTS			
LIFT MAINTENANCE	OTIS	7,355.00	7,121.05
INSURANCE			
COMBINED	BLUEFIN	1,826.00	1,813.18
BUILDINGS	BLUEFIN	8,565.00	8,360.05
DOOR ENTRY	ANCHOR	520.00	520.00
MANAGEMENT FEES	B/C	4,231.02	4,068.29
		22,497.02	21,882.57
CREDITORS			
PAYE	HMRC	842.00	457.27
PAYROLL	CURTIS	246.53	0.00
PENSION	NEST	60.49	0.00
ELECTRICITY	SSE	4,719.56	414.35
GARDEN	FIGUR	0.00	312.50
REPAIRS		0.00	5,856.60
GAS	EON	297.07	0.00
INSURANCE (D & O)	BLUEFIN	0.00	218.81
WATER RATES	CASTLE	1,463.00	783.52
EMPLOYMENT AGENCY FEES	GALLOW	0.00	55.20
PROFESSIONAL FEES	DALE	0.00	240.00
ACCOUNTANCY	MEB	900.00	1,800.00
		8,528.65	10,138.25

ONE WARRINGTON GARDENS **YEAR TO 31.12.17.**

SCHEDULE OF REPAIRS (OVER £500)

18.2.17	LYNTON	2,209.20
9.3.17	LYNTON	1,762.80
12.5.17	BUILD AND DECORATE	1,338.00
21.7.17.	LYNTON	1,765.20
17.1.17.	CRONIN	2,655.00
13.11.17.	LYNTON	1,974.60
13.12.17	CRONIN	1,773.80
14.12.17.	LYNTON	1,420.20
18.12.17.	CRONIN	1,102.80
22.12.17.	TOWER ELECT	2,972.64
4.4.17.	LYNTON	994.00
9.5.17.	LYNTON	570.00
19.10.17.	B KOVALK	620.00
9.11.17.	CITY OF WESTMINSTER	640.00
		21,798.24

MAJOR WORKS

11.12.17.	ADEPT	15,744.00
4.5.17.	ADEPT	1,788.00
14.7.17.	ADEPT	1,380.00
28.9.17.	ADEPT	2,064.00
21.12.17.	KOVALUK	3,730.40
		24,706.40

GARDEN COSTS (OVER £500)

23.11.17.	J FIGUERIS	1,260.00
23.11.17.	TREE COMPANY	3,120.00
13.12.17.	J FIGUERIS	1,915.00
		6,295.00

LEGAL FEES

21.2.17.	BARLEY CHAMBERS	420.00
11.4.17.	BARLEY CHAMBERS	960.00
13.4.17.	RMS	42.80
3.5.17.	BARLEY CHAMBERS	1,211.98
30.6.17.	RMS	42.80
11.12.17.	BARLEY CHAMBERS	1,312.00
13.12.17	BARLEY CHAMBERS	262.40
14.12.17.	BECKMAN	368.16
14.12.17.	MATTHEW & SON	2,496.00
		7,116.14

EON PAYMENTS IN ELECTRICITY

27.2.17.	265.17
23.5.17.	217.61
23.5.17.	274.01
13.9.17.	85.87
20.12.17.	42.47
	885.13