



***Surrenden Court Maintenance Limited
4 Surrenden Court
44 Varndean Gardens
Brighton BN1 6WL***

Companies House
Crown Way
Cardiff
CF14 3UZ

29th March 2019

Dear Sir/Madam

**Surrenden Court Maintenance Limited
Company No: 00871908**

I enclose the audited Company accounts for the above Company for year ended 31st December 2018, duly signed as required. I trust all is in order.

Yours faithfully,

**Richard Mencik
Company Secretary**



Surrenden Court Maintenance Limited

**DIRECTORS' REPORT
&
FINANCIAL STATEMENTS**

For the Year Ended
31st December 2018

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Surrenden Court Maintenance Limited

COMPANY INFORMATION

Year Ended 31st December 2018

Directors: Flat 1 Dr. Ian Harris
Flat 2 Mrs. Barbara de Souza - to 06 Jun 2018
Flat 2 Mrs. Patricia Sinclair - from 18 Sep 2018
Flat 3 Mrs. Ann Watson - to 16 Mar 2018
Flat 3 Mrs. Lucy Knight - from 20 Apr 2018
Flat 4 Mr. Richard Mencik

Secretary: Mrs. Ann Watson - to 28 Feb 2018
Mr. Richard Mencik - from 01 Mar 2018

Registered Office: 4 Surrenden Court
44 Varndean Gardens
Brighton BN1 6WL

Registered Number: 871908 (England & Wales)

Accountant: David Ellis CPFA
Financial Services
Brighton & Hove City Council
Bartholomew House - 3rd Floor
Bartholomew Square
Brighton BN1 1JE

Surrenden Court Maintenance Limited

DIRECTORS' REPORT

Year Ended 31st December 2018

The Directors present their report with the Financial Statements of the Company for the year ended 31st December 2018.

Principal Activity

The principal activity of the company in the year under review was property maintenance.

Directors

The Directors during the year under review, were:

Dr. Ian Harris

Mrs. Barbara de Souza - to 06 Jun 2018

Mrs. Patricia Sinclair - from 18 Sep 2018

Mrs. Ann Watson - to 16 Mar 2018

Mrs. Lucy Knight - from 20 Apr 2018

Mr. Richard Mencik

The beneficial interests of the Directors holding office on 31st December 2018 in the issued share capital of the company, were as follows:

Ordinary £1 Shares	31.12.18
Dr. Ian Harris	25
Mrs. Patricia Sinclair (jointly with Mr. Ross Sinclair)	25
Mrs. Lucy Knight (jointly with Mr. Nicholas Knight)	25
Mr. Richard Mencik (jointly with Mrs. Carine Mencik)	25

On behalf of the Board:

Director: RAMencik

Name: RICHARD MENCIK

Date: 19/03/19

Surrenden Court Maintenance Limited

PROFIT & LOSS ACCOUNT

Year Ended 31st December 2018

	31/12/2018	31/12/2017
	£	£
Turnover (Maintenance Fees)	5,200.00	6,000.00
Less Expenses		
Property Maintenance	520.00	271.60
Buildings Insurance	965.59	885.48
Legal Fees (Reg. Freehold Title)	454.00	0.00
Bank Fees (Safe Deposit)	18.38	0.00
Companies House Annual Return Fee	13.00	13.00
Stationery/Copying	46.62	0.00
	2,017.59	1,170.08
Operating Profit/Loss(-)	3,182.41	4,829.92
Interest Received	7.77	0.75
Profit/Loss(-) on Ordinary Activities before Tax	3,190.18	4,830.67
Tax on Ordinary Activities	0.00	0.00
Profit/Loss(-) for the Financial Year after Tax	3,190.18	4,830.67
Retained Profit Brought Forward	7,658.17	2,827.50
Retained Profit Carried Forward	10,848.35	7,658.17

Surrenden Court Maintenance Limited

BALANCE SHEET

31st December 2018

	31/12/2018	31/12/2017
	£	£
Fixed Assets		
Tangible Assets	100.00	100.00
Current Assets		
Cash in Bank	10,698.35	7,658.17
Cash in Hand	0.00	0.00
Prepayment	150.00	0.00
Current Liabilities		
Creditors falling due within the year	0.00	0.00
Net Current Assets	10,848.35	7,658.17
Total Assets less Current Liabilities	10,948.35	7,758.17
Capital & Shares		
Called Up Share Capital	100.00	100.00
Profit & Loss Account	10,848.35	7,658.17
Shareholders' Funds	10,948.35	7,758.17

For the year ending 31st Dec 2018, the Company was entitled to exemption from audit under Section 477(2) of the Companies Act 2006.

The members have not required the Company to obtain an audit in accordance with Section 476 of the Companies Act 2006.

The Directors acknowledge their responsibility for:

- i) ensuring the Company keeps accounting records which comply with Section 386; and
- ii) 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 the requirements of Section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the Company.

On behalf of the Board:

Director *RAMencik*

Name RICHARD MENCIK

Approved by the Board on: 19/03/19

Surrenden Court Maintenance Limited

Year Ended 31st December 2018

ALL TRANSACTIONS & ACCOUNT BALANCES

	Payment Method	Current Account £	Savings Account £	Total Funds £
Jan 1st	Opening Balances	2,657.08	5,001.09	7,658.17
Monthly	Total Maintenance Payments Rec'd	5,200.00		
Feb 27th	Transfer to Savings A/c Online Banking	-2,000.00	2,000.00	
Mar 15th	I.Harris for Mr.Norris - Hedge Trimming Chq. 100127	-100.00		
Apr 5th	Flat 3 Share Certificate Transfer	25.00		
Apr 17th	A.Watson - Flat 3 Share Certificate Trfr. Chq. 100128	-25.00		
Apr 20th	Lansdown Buildings Insurance Online Banking	-965.59		
May 26th	HSBC - Annual Safe Deposit Fee		-18.38	
Sep 27th	R.Mencik - Co. House Annual Return Fee Chq. 100129	-13.00		
Sep 27th	R.Mencik - Copying, Paper, Files	-46.62		
Oct 4th	Transfer to Savings A/c Online Banking	-2,000.00	2,000.00	
Oct 31st	Hennings Solicitors - Reg. Freehold Title Chq. 100130	-100.00		
Nov 26th	Darren Page - Roof Tile/Gutter Clearing Online Banking	-420.00		
Dec 7th	Hennings Solicitors - Bal. Freehold Title Online Banking	-354.00		
Dec 10th	Hennings Solicitors - Adv. Deeds of Variati Online Banking	-150.00		
Quarterly	Total Interest on Savings A/c		7.77	
Dec 31st	Closing Balances	<u>1,707.87</u>	<u>8,990.48</u>	10,698.35

MAINTENANCE PAYMENTS BREAKDOWN

	Flat 1	Flat 2	Flat 3	Flat 4	Totals
Fees Due	1300.00	1300.00	1300.00	1300.00	5200.00 (Turnover)
Payments	Ian Harris Jan 2 100.00 Feb 1 100.00 Mar 1 110.00 Apr 3 110.00 May 1 110.00 Jun 1 110.00 Jul 2 110.00 Aug 1 110.00 Sep 3 110.00 Oct 1 110.00 Nov 1 110.00 Dec 3 110.00	R & B de Souza Jan 2 100.00 Feb 1 100.00 Mar 1 110.00 Apr 3 110.00 May 1 110.00 Jun 1 110.00 R & P Sinclair Jul 4 110.00 Aug 1 110.00 Sep 3 110.00 Oct 1 110.00 Nov 1 110.00 Dec 3 110.00	Ann Watson Jan 2 100.00 Feb 1 100.00 Mar 1+1 110.00 N & L Knight Apr 2 110.00 May 1 110.00 Jun 1 110.00 Jul 2 110.00 Aug 1 110.00 Sep 3 110.00 Oct 1 110.00 Nov 1 110.00 Dec 3 110.00	R & C Mencik Jan 2 100.00 Feb 1 100.00 Mar 1 110.00 Apr 3 110.00 May 1 110.00 Jun 1 110.00 Jul 2 110.00 Aug 1 110.00 Sep 3 110.00 Oct 1 110.00 Nov 1 110.00 Dec 3 110.00	
Total Payments Made	1300.00	1300.00	1300.00	1300.00	5200.00
Balance Owed/(OverP (Debtors/Creditors))	0.00	0.00	0.00	0.00	

This page does not form part of the Statutory Accounts

Surrenden Court Maintenance Limited

ACCOUNTANT'S REPORT

to the Directors of Surrenden Court Maintenance Ltd

As described on the Balance Sheet, you are responsible for the preparation of the Financial Statements for the year ended 31st December 2018 as set out on pages 3 and 4, and you consider that the company is exempt from an audit.

In accordance with your instructions, we have examined and verified these unaudited Financial Statements and the accounting records and information supplied to us, in order to assist you to fulfill your statutory responsibilities.



David Ellis CPFA
Accountant - Financial Services
Brighton & Hove City Council
Bartholomew House - 3rd Floor
Bartholomew Square
Brighton BN1 1JE

Dated: 31/1/19

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