

**SAXON COURT, LEAMINGTON SPA, WARKS**

**Report and Accounts**

**31 March 2022**

**SAXON COURT, LEAMINGTON SPA, WARKS**  
**Balance Sheet**  
**as at 31 March 2022**

	Notes	2022		2021	
		£	£	£	£
<b>Current assets</b>					
Debtors	2	14,132		353	
Funds held by Managing Agents		20,234		19,483	
		<u>34,366</u>		<u>19,836</u>	
<b>Creditors: amounts falling due within one year</b>					
	3	(14,540)		(262)	
<b>Net current assets</b>			<u>19,826</u>		<u>19,574</u>
<b>Net assets</b>			<u>19,826</u>		<u>19,574</u>
<b>Capital and reserves</b>					
General Reserve Fund	4		19,826		19,574
<b>Property funds</b>			<u>19,826</u>		<u>19,574</u>

**Managing Agents Certificate**

We hereby certify that the accounts are a true and fair view of the expenditure for the property during the maintenance year and that the adjustment has been calculated in accordance with the legal documents.

Signed: \_\_\_\_\_

22 November 2022

for and on behalf of Exclusive Property Management Ltd

**Accountants' Report**

We do not express an opinion as to the adequacy of the Reserve Fund. Subject to the above, in our opinion the statement of service charge expenditure for the year ended 31 March 2022 is a fair summary of the surplus / deficit set out in a way that shows how they are or will be reflected in demands for service charges and is sufficiently supported by accounts, receipts and other documents which have been produced to us.



Accountancy Admin Limited  
 Tan Y Mynydd  
 Llwyngwriil  
 LL37 2LA

22 November 2022

**SAXON COURT, LEAMINGTON SPA, WARKS**  
**Service Charges Summary**  
**for the year ended 31 March 2022**

	<b>2022</b>	<b>2021</b>	<b>Budget</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income</b>			
Service Charges	<u>25,032</u>	<u>25,032</u>	<u>25,032</u>
<b>Administrative expenses</b>			
<b>General administrative expenses:</b>			
Property Insurance	4,617	4,310	3,015
Directors Insurance	180	-	-
Communal Cleaning	660	1,020	819
Window Cleaning	900	750	630
Common Parts Electricity	884	1,240	1,470
Telephone	470	384	430
General Maintenance	1,495	649	1,950
Lifts Maintenance	4,040	3,477	3,280
Lifts Insurance Inspection	647	640	570
Door Entry System Maintenance	-	80	160
Fire Equipment Maintenance	588	984	400
Garden and Landscaping	2,886	2,428	2,300
Sundry Expenses	418	38	-
Accountancy Fees	262	262	262
Managing Agents Fees	1,927	1,927	1,927
Reserve Fund Contribution	7,545	6,843	7,545
	<u>27,519</u>	<u>25,032</u>	<u>25,032</u>
<b>Deficit for the year adjust against Reserves</b>	<u><u>(2,487)</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

**SAXON COURT, LEAMINGTON SPA, WARKS**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the historical cost convention .

<b>2 Debtors</b>	<b>2022</b>	<b>2021</b>
	£	£
Service Charge Arrears	13,282	353
Other debtors	850	-
	<u>14,132</u>	<u>353</u>
<b>3 Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
	£	£
Deferred Service Charges	13,566	-
Accrued Expenses	974	262
	<u>14,540</u>	<u>262</u>
<b>4 Reserve Fund For Major Works</b>	<b>2022</b>	<b>2021</b>
	£	£
At 1 April 2021	19,574	17,374
Collection for the Current Year	7,545	6,843
Service Charge Adjustment - Current Year	(2,487)	-
Expenditure from Reserves	(4,806)	(4,643)
At 31 March 2022	<u>19,826</u>	<u>19,574</u>

**PROPERTY: SAXON COURT, LEAMINGTON SPA, WARKS**

**MAINTENANCE FUND ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2022**

<b><u>ESTIMATED COSTS</u></b>			<b><u>EXPENDITURE</u></b>	
<b><u>Group 1</u></b>	<b><u>Group 2</u></b>		<b><u>Group 1</u></b>	<b><u>Group 2</u></b>
	819.00	COMMUNAL CLEANING	0.00	660.00
630.00		WINDOW CLEANING	900.00	0.00
	1470.00	COMMUNAL ELECTRICITY	0.00	884.30
2300.00		LANDSCAPING MAINTENANCE	2886.00	0.00
	400.00	FIRE EQUIPMENT MAINTENANCE	0.00	588.00
	160.00	DOOR ENTRY SYSTEM MAINTENANCE		0.00
	3280.00	LIFT MAINTENANCE	0.00	4040.00
	430.00	LIFT TELEPHONE LINE	0.00	470.25
	570.00	LIFT INSURANCE INSPECTION	0.00	646.69
450.00	1500.00	GENERAL REPAIRS CONTINGENCY	652.60	842.56
0.00	3015.00	BUILDING INSURANCE	180.26	4437.00
2920.00	4625.00	GENERAL RESERVE FUND	2920.00	4625.00
0.00		COMPANY SECRETARIAL SERVICE	0.00	0.00
0.00		SUNDRIES	418.00	0.00
0.00	0.00	D&O INSURANCE	180.00	0.00
	274.00	RISK ASSESSMENT	0.00	0.00
262.00		ACCOUNTANCY FEE	262.00	0.00
1606.00		ADMINISTRATION & MAN. FEE	1606.00	0.00
321.00		VAT ON MANAGEMENT FEE	321.00	0.00
<b><u>£8,489.00</u></b>	<b><u>16,543.00</u></b>	<b>TOTAL EXPENDITURE</b>	<b>£ 10,325.86</b>	<b><u>17,193.80</u></b>
		<b><u>MAINTENANCE FUND ADJUSTMENT</u></b>	<b>1,836.86</b>	<b>650.80</b>

We hereby certify that the above is a true and fair view of the expenditure for the property during the maintenance year and that the adjustment has been calculated in accordance with the legal documents

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

for and on behalf of Exclusive Property Management Ltd

**PROPERTY: SAXON COURT, LEAMINGTON SPA, WARKS**

**MAINTENANCE FUND ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2022**

**1. RESERVE FUND ACCOUNT**

	<b><u>Gp 1</u></b>	<b><u>Gp 2</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Balance brought forward	11,681.89	7892.11
Collection for the year to 31st March 2022	2,920.00	4625.00
Expenditure from Reserves		
External painting		-1106.00
Carpets		-2550.00
Paint balconies		-1150.00
SCA	-1,836.86	-650.80
Balance as at 31st March 2022	<b><u>£12,765.03</u></b>	<b><u>£7,060.31</u></b>

**2. BUILDING REPAIRS DURING YEAR**

	<b><u>£</u></b>
09/06/2021 Jet soil pipes	180.00
16/06/2021 Window repairs	174.00
26/08/2021 Repairs to fence posts	120.00
01/09/2021 Replace light sensor	54.68
01/10/2021 Materials for gate	330.09
28/09/2021 Baclony surveys	158.88
23/12/2021 Out of hours	120.00
29/12/2021 EPM M Various Repairs June-Dec 2021	357.51

**£**      **1,141.16**