Registered number
5249263

NEWPORT ROAD MAINTENANCE LIMITED

Report and Unaudited Financial Statements

31st December 2014

NEWPORT ROAD MAINTENANCE LIMITED

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NEWPORT ROAD MAINTENANCE LIMITED

Company information
for the year ended 31st December 2014

Directors	Mr E Davies Mr M Currie Mr P Parry Mr N Jarjis Mr G Garrard
Secretary	N.R. Gregory
Registered office	46 Whitchurch Road, Roath, Cardiff CF14 3LX
Registered number	5249263
Accountants	J.S. Weber & Co. Ltd. 29 Woodvale Avenue, Cyncoed, Cardiff CF23 6SP

NEWPORT ROAD MAINTENANCE LIMITED

Registered number: 5249263

Directors' Report

The directors present their report and accounts for the year ended 31st December 2014

Principal Activity

The company is dormant and has not traded during the year nor subsequent to the year end. The principal activity of the company was the management of a property known as Admiral House, Cardiff and administering service charges as agents of the statutory trust for the residents. The company has no income nor expenditure in its own right, all transactions in the year being related to the maintenance of the common parts in accordance with the lease. Service charges collected are held on trust for the purpose of meeting the relevant costs in relation to the property in accordance with the provisions of section 42 of the Landlord and Tenant Act 1987.

Directors

The following persons served as directors during the year:

Mr E Davies
Mr M Currie
Mr P Parry
Mr N Jarjis
Mr G Garrard

Small company provisions

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on ..... 2015 and signed on its behalf by

Mr E Davies
Director

NEWPORT ROAD MAINTENANCE LIMITED

Balance Sheet
as at 31st Decmber 2014

	Notes	2014 £	2013 £
Current assets			
Cash at bank and in hand		-	-
		-	-
Capital and reserves			
Called up share capital	4	-	-
Shareholders' funds		-	-

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 480 of the Companies Act 2006 relating to dormant companies.

Members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

E Davies
Director
Approved by the board on 2015

NEWPORT ROAD MAINTENANCE LIMITED

Notes to the Financial Statements
for the year ended 31st December 2014

1 Accounting policies

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April, 2008).

2 Corporation Tax

There is no corporation tax payable on the result for this year nor the previous year.

3 Income and Expenditure

The company has no income nor expenditure in its own right. All transactions in the year relate to maintenance of the common parts in accordance with the lease. Income and expenditure arising from these transactions is shown in separate service charge accounts for the property that do not form part of the annual accounts of the company and are not filed at Companies House. All service charge monies received from the residents of the property are held on trust for the residents.

2 Share capital

The company is limited by guarantee, without a share capital.

3 Ultimate controlling party

There is no ultimate controlling party.

4 Contractual Commitments

The company contracts with third parties in its own name for the supply of services to the property for maintenance of the common parts in accordance with the terms of the lease. At 31st December 2014 the company had not entered into any non-cancelleable contractual commitments.

5 Related Party Disclosures

Each Director paid his share of the service charges for the year, such charges being set at commercial rates.

Newport Road Maintenance Limited
and Admiral House Resources Limited
Combined accounts for comparison purposes only
For the year ended 31 December 2014

NEWPORT ROAD MAINTENANCE and Admiral House Resources

FOR THE YEAR ENDED 31 DECEMBER 2014

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Accountants' report of factual findings to the managing agent of Newport Road Maintenance Limited

In accordance with our current engagement letter, we have performed the procedures agreed with you and enumerated below with respect to the service charge statement of account in respect of the period ended 31st December 2014

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

Basis of report

Our work was carried out having regard to TECH 03/11 published jointly by ICAEW, ARMA and RICS. In summary, the procedures we carried out with respect to the service charge 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 Managing Agent.
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 bank accounts or separately identified in the accounting records as subject to a statutory trust under section 42 of the Landlord and Tenant Act 1987 and the balances reconciled to the fund balance shown in 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 accountancy 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 or were separately identified in the accounting records as subject to a statutory trust and the balances reconciled to the fund balances shown in the statement of account.

J.S. Weber & Co. Ltd.
Chartered Accountants,
29 Woodvale Avenue,
Cyncoed,
Cardiff CF23 6SP

Dated June 2015

NEWPORT ROAD MAINTENANCE and Admiral House Resources

INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2014

	Newport Rd 2014 £	Newport Rd 2013 £	Admiral House 2013 £	Combined Newport Rd Admiral House 2013 £
Income				
Service charge	327,631	185,861	115,302	301,163
Car Park recovery summary	-	17,027	-	17,027
Bank interest received - net	69	40	20	60
	327,700	202,928	115,322	318,250
Expenditure				
Schedule 1 - residential	316,064	213,383	103,909	317,292
Schedule 2 - car park	22,320	28,487	11,323	39,810
Total expenditure	338,385	241,870	115,232	357,102
Residential Surplus/(Deficit)	(21,127)			
Car Park Surplus/(Deficit)	10,442			
Total Surplus/(Deficit) for the year	**(10,685)**	**(38,942)**	**90**	**(38,852)**

NEWPORT ROAD MAINTENANCE LIMITED and Admiral House Resources

BALANCE SHEET
FOR THE YEAR ENDED 31 DECEMBER 2014

	Newport Rd 2014 £	Newport Rd 2013 £	Admiral House 2013 £	Combined Newport Rd Admiral House 2013 £
Current assets				
Service charge debtors	40,754	34,439	11,650	46,089
Deficit to be recovered via service charge	21,127	38,942	(90)	38,852
Prepayments	23,266	17,412	62	17,474
Cash at bank	45,049	34,166	403	34,569
	130,196	124,959	12,025	136,985
Creditors: amounts falling due within one year				
Trade creditors	1,873	74	9,073	9,147
Surplus to be returned via service charge	10,442	-	-	-
Accruals and deferred income	7,170	24,174	2,953	27,127
	19,485	24,248	12,025	36,274
Total assets less current liabilities	**110,711**	**100,711**	**-**	**100,711**
Capital and reserves				
Reserve fund - Residential	63,582	53,582		
Reserve funds - Car Park	47,129	47,129		
	110,711	**100,711**		

NEWPORT ROAD MAINTENANCE and Admiral House Resources

SERVICE CHARGE SUMMARY
FOR THE YEAR ENDED 31 DECEMBER 2014

	Newport Rd 2014 £	Newport Rd 2013 £	Admiral House 2013 £	Combined Newport Rd Admiral House 2013 £
Schedule				
Schedule 1 - residential	294,868	167,275	103,909	271,184
Schedule 2 - car park	32,762	18,586	11,323	29,909
	327,630	**185,861**	**115,232**	**301,093**

NEWPORT ROAD MAINTENANCE and Admiral House Resources

SCHEDULE 1 - RESIDENTIAL
FOR THE YEAR ENDED 31 DECEMBER 2014

Summary of costs	Newport Rd 2014 £	Newport Rd 2013 £	Admiral House 2013 £	Combined Newport Rd Admiral House 2013 £
Lift maintenance and repairs	10,267	12,900	-	12,900
Lift phone	777	-	-	-
Window cleaning	7,776	7,776	-	7,776
Salaries	101,028	-	101,109	101,109
Workwear	-	-	544	544
Site management overheads	3,619	7,286	375	7,661
Broadband	910	-	-	-
Security	681	-	330	330
Electrical testing and maintenance	17,432	35,920	-	35,920
Electricity	22,388	24,953	-	24,953
Fire Alarm testing/maintenance	2,462	3,904	-	3,904
Health and safety	8,485	2,254	-	2,254
Gardening	1,212	1,111	-	1,111
Insurance	27,272	24,552	921	25,473
Management fee	22,040	21,463	-	21,463
Professional fees	3,746	8,102	117	8,220
Accountancy fee	1,500	1,087	500	1,587
Registrar of Companies	186	13	13	26
Annual General Meeting costs	-	306	-	306
Water rates	44,852	43,675	-	43,675
Water treatment and maintenance	2,318	3,207	-	3,207
General maintenance	27,114	6,290	-	6,290
Total costs	**306,064**	**204,801**	**103,909**	**308,710**
Contribution to reserve fund	10,000	8,582	-	8,582
Total service charge	**316,064**	**213,383**	**103,909**	**317,292**
Reserve fund for future expenses				
Balance brought forward	53,582	45,000		
Contribution to reserve fund	10,000	8,582		
Balance carried forward	**63,582**	**53,582**		

NEWPORT ROAD MAINTENANCE and Admiral House Resources

SCHEDULE 2 - CAR PARK
FOR THE YEAR ENDED 31 DECEMBER 2014

Summary of costs	Newport Rd 2014 £	Newport Rd 2013 £	Admiral House 2013 £	Combined Newport Rd Admiral House 2013 £
Capital contribution to lift	-	6,289	-	6,289
Contribution from leaseholders	-	(2,400)	-	(2,400)
	-	3,889	-	3,889
Lift maintenance	3,699	-	-	-
Lift repairs	1,476	66	-	66
Lift phone	421	-	-	-
Insurance	563	-	102	102
Electricity	2,488	2,768	-	2,768
Management fee	2,449	2,385	-	2,385
Professional fees	-	-	-	-
Salaries	11,225	-	11,220	11,220
Total costs	22,320	9,108	11,323	20,431
Contribution to reserve fund	-	19,379	-	19,379
Total service charge	**22,320**	**28,487**	**11,323**	**39,810**
Reserve fund for future expenses				
Balance brought forward	47,129	27,750	-	27,750
Contribution to reserve fund	-	19,379	-	19,379
Balance carried forward	**47,129**	**47,129**	**-**	**47,129**

NEWPORT ROAD MAINTENANCE and Admiral House Resources

RESERVE FUND
FOR THE YEAR ENDED 31 DECEMBER 2014

Reserve funds for future expenditure	Schedule 1 Residential £	Schedule 2 Car park £	TOTAL £
Balance brought forward	53,582	47,129	100,711
Movement in the year	10,000	-	10,000
Balance carried forward	**63,582**	**47,129**	**110,711**

Approved by the managing agent

Western Permanent Property Limited
46 Whitchurch Road,
Cardiff
CF14 3LX