Company Number: 05249263 (England & Wales)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2019

FOR

NEWPORT ROAD MAINTENANCE LIMITED

NEWPORT ROAD MAINTENANCE LIMITED

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FOR THE YEAR ENDED 31ST DECEMBER 2019

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NEWPORT ROAD MAINTENANCE LIMITED

COMPANY INFORMATION

FOR THE YEAR ENDED 31ST DECEMBER 2019

Directors:	E Davies
	G Garrard (resigned 07.07.19)
	N Jarjis
	M Currie
	S Morris (appointed 10.06.19)
Secretary:	Neil Gregory
Registered office:	Western Permanent Property Management Company
	46 Whitchurch Road
	Cardiff
	CF14 3LX
Company number:	05249263 (England & Wales)
Bank Account:	Bank of Scotland
	Client Banking UK (802925)
	PO Box 1000
	BX2 1LB
	Current Account – Interest bearing
	Reserve Account – Interest bearing

NEWPORT ROAD MAINTENANCE LIMITED

DIRECTOR'S REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2019

The directors present their report and accounts for the year ended 31st December 2019.

Principal Activity

The company has not traded during the year or 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 or 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:

E Davies

G Garrard (resigned 07.07.19)

N Jarjis

M Currie

S Morris (appointed 10.06.19)

Statement of Director's responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company for that period. In preparing these accounts, the directors are required to:

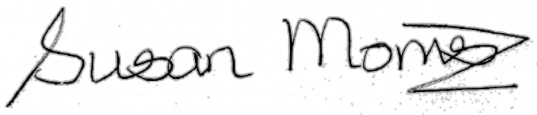
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless it is inappropriate to assume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in Accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

And signed on its behalf by:



DIRECTOR

Approved by the board on: 21/6/20

NEWPORT ROAD MAINTENANCE LIMITED

BALANCE SHEET

FOR THE YEAR ENDED 31ST DECEMBER 2019

	NOTE	2019	2018
		£	£
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 477 of the Companies Act 2006 relating to small companies.

Members have not required the company to obtain an audit in accordance with section 477 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to the 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 the companies subject to the small companies' regime.

Director Susan Mones

Approved by the board on: 21/6/20

1. Accounting policies

Accounting convention

These accounts have been prepared in accordance with the micro-entity provisions of the Companies Act 2006 and FRS 105, The Financial Reporting Standard applicable to the Micro-entities Regime.

2. Taxation

No liability to UK corporation tax arose on ordinary activities for the year ended 31st December 2019 nor for the previous year ended 31st December 2018.

3. Income and Expenditure

The company has no income or 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.

4. Share Capital	2019	2018
The company has no share capital		
The company is limited by guarantee	-	-

5. Ultimate Controlling party

There is no ultimate controlling party.

6. Ultimate Controlling party

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 2019 the company had not entered into any non-cancellable contractual commitments.

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

Newport Road Maintenance Limited
Admiral House, Newport Road, Cardiff

Service Charge Statements

For the year ended 31 December 2019

NEWPORT ROAD MAINTENANCE LIMITED

ADMIRAL HOUSE
FOR THE YEAR ENDED 31 DECEMBER 2019

THE FOLLOWING PAGES DO NOT FORM PART OF THE STATUTORY FINANCIAL STATEMENTS

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NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Income and Expenditure Summary

	2019	2018
Income		
Schedule 1 - residential	343,500	334,380
Schedule 2 - car park	36,265	32,306
	379,765	**366,686**
Expenditure		
Schedule 1 - residential	343,918	351,827
Schedule 2 - car park	36,265	50,911
Total expenditure	**(380,183)**	**(402,738)**
Operating Income/(Expenditure) on Ordinary Activities		**(36,052)**
Interest Received	418	210
Taxation	-	-
Income/Expenditure for the Financial Year	**0**	**(35,842)**

NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Balance Sheet

	2019		2018	
	£		£	
FIXED ASSETS				
Car Parking Spaces		13,545		13,545
CURRENT ASSETS				
Service charge debtors	38,840		51,382	
Prepayments	16,045		18,363	
Cash at bank	196,558		100,209	
	251,443		169,954	
CREDITORS				
Trade/Service Charge Creditors	61,259		8,778	
Accruals	17,482		8,274	
	78,741		17,052	
Net Current Assets/Liabilities		172,702		152,902
TOTAL ASSETS LESS CURRENT LIABILITIES		**186,247**		**166,447**
CAPITAL & RESERVES				
Reserves B/F	166,447		138,236	
Income& Expenditure Account for Year	-		(35,842)	
PY Deficit Recharged to Leaseholders	-		8,708	
CY Reserve Fund Contribution - Residential	18,000		18,623	
CY Reserve Fund Contribution - Car Park	1,800		880	
CY Deficit to be Recharged	-		35,842	
		186,247		166,447
		186,247		**166,447**

NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Income and Expenditure Account - Residential

	2019	2018
Service Charge Receivable - Residential	343,500	334,380
Bank Interest Received	418	210
	343,918	**334,590**
Expenditure - Residential		
Accountancy fee	1,500	1,500
Broadband	307	599
Electrical testing and maintenance	10,475	13,005
Electricity	22,156	18,717
Fire Alarm Testing/Maintenance	4,734	6,073
Gardening	1,209	1,215
General maintenance	17,037	15,934
Health and safety	809	544
Insurances	39,506	39,211
Lift maintenance and repairs	10,993	10,158
Lift phone	806	787
Management fee	27,180	26,388
Pest Control	408	336
Postage & Stationery	659	613
Professional fees	2,727	10,340
Registrar of Companies	13	13
Salaries/Staff Expenses	114,716	113,140
Security/CCTV	220	866
Site management overheads	2,885	2,279
Visitors Car Parking Spaces	3,221	3,035
Water rates	56,973	61,041
Water treatment and maintenance	2,944	3,024
Window cleaning	4,440	4,386
	325,918	**333,204**
Contribution to reserve fund	**18,000**	**18,623**
Total Expenditure	**343,918**	**351,827**
Year End Surplus/(Deficit)	**0**	**(17,237)**

NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Income and Expenditure Account - Car Park

	2019		2018	
Service Charges Receivable - Car Park		**36,265**		**32,306**
Electricity	5,539		4,679	
Electronic Gate Maintenance	2,097		4,098	
Electrical Testing/Maintenance	1,490		1,445	
Fire Alarm Testing/Maintenance	526		675	
General maintenance	486		0	
Insurance	822		818	
Lift maintenance	5,723		7,427	
Lift phone	90		88	
Lift repairs	5,028		17,105	
Management fee	2,794		2,712	
Professional fees	0		0	
Salaries/Staff Expenses	12,746		12,572	
Security/CCTV	24		1,194	
Site Management Overheads	321		253	
Visitors Car Parking Spaces to Schedule A	(3,221)		(3,035)	
		34,465		**50,031**
Contribution to reserve fund		**1,800**		**880**
Total Expenditure		**36,265**		**50,911**
Year End Surplus/(Deficit)		**0**		**(18,605)**

NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Reserves

		2019	2018
Reserves - Residential			
Reserves B/F at 1st January		**107,628**	**84,960**
Less:	Income/Expenditure for the Year	-	(17,237)
Add:	PY Deficit Recharged to Leaseholders	-	4,045
	CY Reserve Fund Contribution - Residential	18,000	
	CY Service Charge Deficit to be Recharged	-	17,237
Reserves C/F at 31st December		**125,628**	**107,628**
Reserves - Car Park			
Reserves B/F at 1st January		**58,819**	**53,276**
Less:	Income/Expenditure for the Year	-	(18,605)
Add:	PY Deficit Recharged to Leaseholders	-	4,663
	CY Reserve Fund Contribution - Residential	1,800	880
	CY Service Charge Deficit to be Recharged	-	18,605
Reserves C/F at 31st December		**60,619**	**58,819**
Total Reserve Fund Balance C/F at 31st December		**186,247**	**166,447**

NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Debtors & Prepayments

	2,019	2,018
Service Charge Debtors		
Service Charge Debtors	38,840	51,382
	38,840	**51,382**
Prepayments	**16,045**	**18,363**

NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Creditors & Accruals

	2019	2018
Trade/Service Charge Creditors	61,259	8,778
Accruals	17,482	8,274

NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Budget vs Actual Expenditure (page 1 of 2)

	Budget 2019 £	Actual 2019 £	Over/Under Spend £	Budget 2020 £
Schedule A				
Accountancy fee	1,500	1,500	0	1,500
Broadband	610	307	303	500
Electrical testing and maintenance	15,000	10,475	4,525	12,500
Electricity	19,674	22,156	(2,482)	18,000
Fire Alarm Testing/Maintenance	3,000	4,734	(1,734)	4,000
Garden Maintenance	1,500	1,209	291	1,500
General maintenance	10,000	17,037	(7,037)	12,500
Health and safety	2,000	809	1,191	2,000
Insurances	41,660	39,506	2,154	40,715
Lift maintenance & repairs	9,870	10,993	(1,123)	9,226
Lift phone	447	806	(359)	455
Management fee	27,180	27,180	0	27,995
Pest Control	500	408	92	500
Postage & Stationery	710	659	51	700
Professional fees	3,000	2,727	273	2,000
Registrar of Companies	13	13	0	13
Reserve Fund Contribution	18,000	18,000	0	22,000
Staff Wages & Staff Expenses	112,813	114,716	(1,903)	114,104
Security/CCTV	615	220	395	500
Site management overheads	3,000	2,885	115	2,500
Visitor parking spaces	3,221	3,221	0	3,434
Water rates	60,801	56,973	3,828	60,616
Water treatment and maintenance	4,000	2,944	1,056	4,000
Window cleaning	4,386	4,440	(54)	4,500
Total costs	**343,500**	**343,918**	**(418)**	**345,758**
Add: Bank Interest Received			418	
Total service charge	**343,500**	**343,918**	**0**	**345,758**

NEWPORT ROAD MAINTENANCE LIMITED - ADMIRAL HOUSE
Year End: 31.12.19
Budget vs Actual Expenditure (page 2 of 2)

	Budget 2019 £	Actual 2019 £	Over/Under Spend £	Budget £
Schedule B				
Electricity	4,825	5,539	(714)	4,459
Electronic Gate Maintenance	1,500	2,097	(597)	1,500
Electrical Testing/Maintenance	1,500	1,490	10	1,000
Fire Alarm Testing/Maintenance	334	526	(192)	200
General maintenance	0	486	(486)	1,000
Insurance	844	822	22	868
Lift maintenance	4,697	5,723	(1,026)	6,047
Lift Phone	447	90	357	455
Lift Repairs	7,500	5,028	2,472	7,000
Management fee	2,794	2,794	0	2,877
Professional fees	300	0	300	300
Reserve Fund Contribution	1,800	1,800	0	1,800
Salaries & Staff Expenses	12,526	12,746	(220)	12,677
Security/CCTV	69	24	45	50
Site Management Overheads	350	321	29	350
Visitor parking spaces	(3,221)	(3,221)	0	(3,434)
Total service charge	**36,265**	**36,265**	**0**	**37,149**