

# **Brock End RTM Company Ltd**

Report of the directors and unaudited Financial Statements for the year ended

30 September 2023

Company limited by guarantee No 08808206

# **Brock End RTM Company Ltd**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2023**

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**BROCK END RTM COMPANY LTD**

**REPORT OF THE DIRECTORS**

**YEAR ENDED 30 SEPTEMBER 2023**

The directors submit their report together with the financial statements for the year ended 30th September 2023.

**PRINCIPAL ACTIVITIES**

The principal activity of the company is to manage, maintain and administer land and buildings at Brock End, Swindon. The company is a "Right To Manage" (RTM) company operating under the standard Articles of Association as required by the Commonhold and Leasehold Reform Act 2002.

**BUSINESS REVIEW**

The Right to Manage was exercised by individual blocks on the following dates; Croft House and Newport House on 1 May 2015, Southwich House on 1 November 2016, Betjeman House and Scott House on 1 April 2017 and Vilett House on 1 January 2018.

**SERVICE CHARGE ACCOUNTS**

The directors have produced the statutory accounts for the year showing the service charge accounts passing through the company as they consider the company is acting as a principal rather than agent to the members.

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1 October 2022 to the date of this report.

James Charles Webster  
Rosina Angela Yalden

**BY ORDER OF THE BOARD**

John R Morris FCMA CGMA MIRPM  
Company Secretary  
11 October 2023.

Registered Office:  
15 Windsor Road  
Swindon  
SN3 1JP

Registered in England No 08808206  
[www.brockend.co.uk](http://www.brockend.co.uk)

## **BROCK END RTM COMPANY LTD**

Registered Number 08808206

### **Income Statement**

**For the year ended 30 September 2023**

		<b>2023</b>	<b>2022</b>
	Notes	£	£
<b>TURNOVER</b>	3	48,900	45,650
Administrative expenses	10	(36,352)	(37,835)
<b>OPERATING SURPLUS</b>		<b>12,548</b>	<b>7,815</b>
Interest receivable and similar income	6	2,868	935
<b>RETAINED SURPLUS FOR THE FINANCIAL YEAR</b>	7	<b>15,416</b>	<b>8,750</b>

**BROCK END RTM COMPANY LTD**

Registered Number 08808206

**Balancing Statement as at 30 September 2023**

	Notes	30 September 2023		30 September 2022	
		£	£	£	£
<b>CURRENT ASSETS</b>					
Cash at Bank		179,224		159,320	
Debtors	4	<u>6,017</u>		<u>4,192</u>	
		185,241		163,512	
<b>CREDITORS</b>					
Amounts falling due within one year	5	(13,570)		(7,257)	
<b>NET CURRENT ASSETS</b>			171,671		156,255
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u><u>171,671</u></u>		<u><u>156,255</u></u>
<b>RESERVES</b>					
Service charge reserves	7		171,671		156,255
<b>Leaseholders' Funds</b>			<u><u>171,671</u></u>		<u><u>156,255</u></u>

a. For the year ending 30 September 2023 the company was entitled to exemption under section 477 of the Companies Act 2006.

b. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

c. 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.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the board of directors on 11 October 2023 and signed on their behalf by:

Rosina Yalden - director

**BROCK END RTM COMPANY LTD**

Registered Number 08808206

**NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 30 SEPTEMBER 2023****1 ACCOUNTING POLICIES****Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with provisions applicable to companies subject to the small companies' regime and as required under section 21(5) of the Landlord & Tenant Act 1985 and the RICS Service Charge Residential Management Code.

**2 STATUTORY INFORMATION**

Brock End RTM Company Ltd. is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Directors' Report page.

The average number of employees during the year was: none. (2022: none)

**3 TURNOVER**

Turnover represents the amounts derived from the provision of services during the year, exclusive of value added tax.

	<u>30.09.2023</u>	<u>30.09.2022</u>
	£	£
Service Charges receivable for year	48,900	45,650

**4 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<u>30.09.2023</u>	<u>30.09.2022</u>
	£	£
Trade Debtors ( <i>outstanding Service Charges</i> ) *	2,075	500
Payments in advance ( <i>prepaid insurance cover</i> )	3,942	3,692
	<u>6,017</u>	<u>4,192</u>

\* 1 Betjeman £1,625; 4 Southwich £450.

**5 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<u>30.09.2023</u>	<u>30.09.2022</u>
	£	£
Accrued expenses ( <i>costs incurred and not yet paid</i> )	6,630	3,442
Service charges received from leaseholders in advance	6,940	3,815
	<u>13,570</u>	<u>7,257</u>

**6 INTEREST RECEIVABLE**

	<u>30.09.2023</u>	<u>30.09.2022</u>
	£	£
Bank Interest	2,868	935

**7 SERVICE CHARGE RESERVES**

	Total	Croft	Newport	Southwich	Scott	Betjeman	Vilett
	£	House	House	House	House	House	House
	£	£	£	£	£	£	£
As at 1st October 2022	156,255	27,490	25,888	45,661	20,349	14,523	22,344
Surplus/(deficit) year - note 1	15,416	2,066	654	3,743	1,729	4,984	2,240
As at 30th September 2023	<u>171,671</u>	<u>29,556</u>	<u>26,542</u>	<u>49,404</u>	<u>22,078</u>	<u>19,507</u>	<u>24,584</u>

**Reserves Policy - Croft House, Newport House, Southwich House and Scott House.**

The directors consider that the current level of service charge reserves for these modern blocks is sufficient in order to avoid large fluctuations in service charge demands from year to year.

**Reserves Policy - Betjeman House and Vilett House**

These two blocks exercised their Right To Manage later than the other blocks and have had less time to build their reserves since Right To Manage was exercised. The directors consider that service charge reserves for these two older blocks dating from the 1700's should be increased in order to hold reserves sufficient to ensure that the cost of future maintenance works are adequately funded and to avoid a large increase in service charge in the period that the work takes place.

**BROCK END RTM COMPANY LTD**

Registered Number 08808206

**8 Reconciliation of operating surplus to operating cash flows**

	<u>30.09.2023</u>	<u>30.09.2022</u>
	£	£
Operating surplus	12,548	7,815
Increase in debtors (note 4)	(1,825)	(903)
Decrease/(increase) in operating creditors (note 5)	6,313	(3,182)
Net cash inflow from operating activities	<u>17,036</u>	<u>3,730</u>

**9 Analysis of changes in cash during the year.**

	<u>30.09.2023</u>	<u>30.09.2022</u>
	£	£
Balance brought forward	159,320	154,655
Interest received	2,868	935
Net cash inflow from operating activities (note 8)	17,036	3,730
Balance at year-end	<u>179,224</u>	<u>159,320</u>

**10 The following notes do not form part of the statutory accounts****Detailed Income and Expenditure**

							<u>30.09.2023</u>
	Croft House £	Newport House £	Southwich House £	Scott House £	Betjeman House £	Vilett House £	Total £
Total Income (note 3)	5,400	5,400	10,800	6,500	8,800	12,000	<b>48,900</b>
Cleaning	(478)	(478)	(955)	(478)	(418)	(955)	<b>(3,762)</b>
Window Cleaning	(140)	(140)	(280)	(116)	(93)	(116)	<b>(885)</b>
Electricity - communal areas	(250)	(250)	(500)	(209)	(167)	(208)	<b>(1,584)</b>
Building maintenance	(87)	(1,422)	(268)	(1,370)	(712)	(2,926)	<b>(6,785)</b>
Electrical maintenance	(23)	(70)	(94)	(54)	(128)	(2,055)	<b>(2,424)</b>
Insurance - buildings	(733)	(733)	(1,543)	(1,143)	(1,147)	(2,166)	<b>(7,465)</b>
Insurance - D&O	(37)	(37)	(73)	(31)	(24)	(31)	<b>(233)</b>
Rebuild cost assessment	(33)	(33)	(66)	(27)	(21)	-	<b>(180)</b>
Maintenance - estate	(173)	(173)	(347)	(145)	(116)	(145)	<b>(1,099)</b>
Maintenance - gate	(472)	(472)	(944)	(394)	(315)	(393)	<b>(2,990)</b>
Grounds maintenance	(353)	(353)	(707)	(295)	(236)	(295)	<b>(2,239)</b>
Accounts	(171)	(171)	(341)	(142)	(114)	(141)	<b>(1,080)</b>
Managing agent	(781)	(781)	(1,561)	(651)	(520)	(650)	<b>(4,944)</b>
Risk Assessment	(78)	(78)	(156)	(65)	(52)	(65)	<b>(494)</b>
Company registration fees	(16)	(16)	(32)	(13)	(11)	(13)	<b>(101)</b>
Sundries	(14)	(14)	(28)	(11)	(9)	(11)	<b>(87)</b>
	<u>(3,839)</u>	<u>(5,221)</u>	<u>(7,895)</u>	<u>(5,144)</u>	<u>(4,083)</u>	<u>(10,170)</u>	<u><b>(36,352)</b></u>
Operating surplus/(deficit)	1,561	179	2,905	1,356	4,717	1,830	<b>12,548</b>
Add interest received (note 7)	505	475	838	373	267	410	<b>2,868</b>
To/(from) reserves	<u>2,066</u>	<u>654</u>	<u>3,743</u>	<u>1,729</u>	<u>4,984</u>	<u>2,240</u>	<u><b>15,416</b></u>

**NOTES TO FINANCIAL STATEMENTS FOR YEAR ENDED 30 SEPTEMBER 2023****10 Detailed Income and Expenditure - prior year**

							<b>30.09.2022</b>
	Croft House	Newport House	Southwich House	Scott House	Betjeman House	Vilett House	Total
	£	£	£	£	£	£	£
Total Income (note 3)	5,100	5,100	10,200	6,250	8,000	11,000	<b>45,650</b>
Cleaning	(467)	(467)	(934)	(467)	(409)	(934)	<b>(3,678)</b>
Window Cleaning	(140)	(140)	(280)	(116)	(93)	(116)	<b>(885)</b>
Electricity - communal areas	(250)	(250)	(500)	(209)	(167)	(209)	<b>(1,585)</b>
Building maintenance	(1,647)	(662)	(122)	(1,345)	(7,065)	(165)	<b>(11,006)</b>
Electrical maintenance	(51)	-	(25)	(51)	(32)	(175)	<b>(334)</b>
Insurance - buildings	(659)	(659)	(1,388)	(1,031)	(1,031)	(2,018)	<b>(6,786)</b>
Insurance - D&O	(25)	(25)	(50)	(21)	(17)	(21)	<b>(159)</b>
Rebuild cost assessment	(65)	(65)	(131)	(55)	(44)	(180)	<b>(540)</b>
Maintenance - estate	(592)	(592)	(1,184)	(494)	(395)	(494)	<b>(3,751)</b>
Maintenance - gate	(190)	(190)	(379)	(158)	(126)	(158)	<b>(1,201)</b>
Grounds maintenance	(345)	(345)	(690)	(287)	(230)	(287)	<b>(2,184)</b>
Accounts	(152)	(152)	(303)	(126)	(101)	(126)	<b>(960)</b>
Managing agent	(727)	(727)	(1,455)	(607)	(484)	(608)	<b>(4,608)</b>
Risk Assessment	-	-	-	-	-	-	<b>-</b>
Company registration fees	(18)	(18)	(36)	(14)	(12)	(15)	<b>(113)</b>
Sundries	(7)	(7)	(14)	(6)	(5)	(6)	<b>(45)</b>
	<b>(5,335)</b>	<b>(4,299)</b>	<b>(7,491)</b>	<b>(4,987)</b>	<b>(10,211)</b>	<b>(5,512)</b>	<b>(37,835)</b>
Operating surplus	(235)	801	2,709	1,263	(2,211)	5,488	<b>7,815</b>
Add interest received (note 7)	148	148	295	123	98	123	<b>935</b>
To reserves	<b>(87)</b>	<b>949</b>	<b>3,004</b>	<b>1,386</b>	<b>(2,113)</b>	<b>5,611</b>	<b>8,750</b>

**11 Other information****Ground Rent**

The 38 apartments are believed to be held on similar leases that run from 1 October 2007 for 125 years. Ground rent is payable to the freeholder on the first day of March and first day of September each year of £150.00 a year for the first 15 years after which the lease states that the ground rent will rise on 1 October 2023 in line with the Private Sector Average Earnings Index: all employees - main industrial sectors published by the Office for National Statistics

**Service charges**

The leaseholders have appointed Block Management Ltd, a professional local independent managing agent to manage the site. The managing agent recommends the level of service charges based on forecast expenditure. The charges are discussed and agreed with the directors who are appointed by the leaseholders.

**Commissions and kickbacks**

No commissions or kick-backs of any kind are received by the managing agent or any of the directors.