Company Registration No. 1992130 (England and Wales)

# THE FEDERATION OF PRIVATE RESIDENTS' ASSOCIATIONS LIMITED

### ACCOUNTS

#### FOR THE YEAR ENDED 31 MARCH 2012

### **COMPANY INFORMATION**

Members of the Executive Committee	R Smytherman - Chairman M Guest-Smith G R Williams - Vice Chairman M Derome - Honorary Treasurer P Turner M Wolpert R Levene S Guy
Company number	1992130
Registered office Auditors	PO Box 10271 Theydon Bois Epping Essex CM16 9DB H W Fisher & Company Acre House 11-15 William Road London
	NW1 3ER United Kingdom
Business address	PO Box 10271 Theydon Bois Epping Essex CM16 9DB
Bankers	National Westminster Bank Plc Bayswater Branch PO Box 6077 16A Westbourne Grove London W2 5WG

### CONTENTS

Notes to the accounts

	Page
Report of the Executive Committee	1
Statement of the Executive Committee's responsibilities	2
Independent auditors' report	3
Profit and loss account	4
Balance sheet	5

6-9

### (A COMPANY LIMITED BY GUARANTEE AND WITHOUT SHARE CAPITAL)

# REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 MARCH 2011

The Executive Committee presents its report and accounts for the year ended 31 March 2012.

#### Principal activities

The principal activity of the company is that of coordinating the activities of Long Leaseholders, Commonholders and similar via their Resident's Associations, Resident Management Companies, Right to Manage Companies, Commonhold Associations and others.

#### Result

The surplus for the year after taxation amounted to  $\pounds4,796$ .

#### Members of the Executive Committee

The members who served during the year were:

R Smytherman - Chairman M Guest-Smith G R Williams - Vice Chairman M Derome - Honorary Treasurer P Turner M Wolpert R Levene S Guy

#### Disclosure of information to auditors

Each of the members of the Executive Committee has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken the appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

#### Auditors

The auditors, H W Fisher & Company, are deemed to be reappointed under section 487(2) of the Companies Act 2006.

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

On behalf of the Executive Committee

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R Smytherman - Chairman Dated: .....

### STATEMENT OF THE EXECUTIVE COMMITTEE'S RESPONSIBILITIES

The Executive Committee is responsible for preparing the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Executive Committee to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period.

In preparing these accounts, the Executive Committee is required to:

- select suitable accounting policies and then apply then consistently;
- make judgements and estimates that are reasonable and prudent;

- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Executive Committee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and to enable it to ensure that the accounts comply with the Companies Act 2006. It is 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.

### **INDEPENDENT AUDITORS' REPORT**

### TO THE MEMBERS OF THE FEDERATION OF PRIVATE RESIDENTS'

We have audited the financial statements of The Federation of Private Residents' Associations Limited for the year ended 31 March 2012 set out on pages 4 to 9. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### Respective responsibilities of Executive Committee and auditors

As explained more fully in the Executive Committee's Responsibilities Statement on page 2, the Executive Committee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Executive Committee; and the overall presentation of the financial statements.

#### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2012 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Executive Committee's Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Executive Committee's remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### Naresh Samani (Senior Statutory Auditor) for and on behalf of H W Fisher & Company

#### **Chartered Accountants**

Statutory Auditor Acre House 11-15 William Road London NW1 3ER United Kingdom

Dated: .....

### **PROFIT AND LOSS ACCOUNT**

### FOR THE YEAR ENDED 31 MARCH 2012

	Notes	2012 £	2011 £
Turnover	2	60,983	54,800
Administrative expenses		(57,109)	(51,002)
Operating profit	3	3,874	3,798
Investment income	4	250	-
Other interest receivable and similar income		904	19
Profit on ordinary activities before taxation		5,028	3,817
Tax on profit on ordinary activities	5	(232)	(4)
Profit for the year	10	4,796	3,813

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

### **BALANCE SHEET**

### AS AT 31 MARCH 2012

		2012		2011	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	6		511		762
Current assets					
Debtors	7	987		1,389	
Cash at bank and in hand		49,513		43,363	
Canditores amounts falling due within one		50,500		44,752	
Creditors: amounts falling due within one year	8	(4,520)		(3,819)	
Net current assets			45,980		40,933
Total assets less current liabilities			46,491		41,695
Capital and reserves					
Capital reserve	9		389		389
Profit and loss account	10		46,102		41,306
Shareholders' funds	11		46,491		41,695

Approved by the Executive Committee on .....

R Smytherman - Chairman

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#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 MARCH 2012

#### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small company.

#### 1.2 Revenue recognition

Income represents membership fees, subscriptions, sales of literature and advertising.

#### 1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment

33 1/3 % reducing balance

#### 2 Turnover

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in the United Kingdom.

3	Operating profit	2012	2011
		£	£
	Operating profit is stated after charging:		
	Depreciation of owned tangible fixed assets	251	375
	Auditors' remuneration (including expenses and benefits in kind)	2,010	1,880
4	Investment income	2012	2011
		£	£
		250	-

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2012

5	Taxation	2012 £	2011 £
	Domestic current year tax		
	U.K. corporation tax	232	4
	Current tax charge	232	4
	Factors affecting the tax charge for the year		
	Profit on ordinary activities before taxation	5,028	3,817
	Profit on ordinary activities before taxation multiplied by standard rate of UK corporation tax of 20.00% (2011 - 21.00%)	1,006	802
	Effects of:		
	Income not taxable	(774)	(798)
		(774)	(798)
	Current tax charge	232	4
6	Tangible fixed assets		Fixtures, fittings & equipment
			£
	<b>Cost</b> At 1 April 2011 & at 31 March 2012		14,895
	Depreciation At 1 April 2011		14,133
	Charge for the year		251
	At 31 March 2012		14,384
	Net book value At 31 March 2012		511
	At 31 March 2011		762

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2012

7	Debtors	2012	2011
		£	£
	Prepayments and accrued income	987	1,389
8	Creditors: amounts falling due within one year	2012	2011
		£	£
	Corporation tax	232	4
	Accruals and deferred income	4,288	3,815
		4,520	3,819

#### 9 Capital reserve

This represents the surplus of the Association prior to incorporation.

#### 10 Statement of movements on profit and loss account

10	statement of movements on profit and ross account		Profit and loss account
			£
	Balance at 1 April 2011		41,306
	Profit for the year		4,796
	Balance at 31 March 2012		46,102
11	Reconciliation of movements in shareholders' funds	2012	2011
		£	£
	Profit for the financial year	4,796	3,813
	Opening shareholders' funds	41,695	37,882
	Closing shareholders' funds	46,491	41,695

#### 12 Related party transactions

During the year, the company paid  $\pounds 27,400$  (2010:  $\pounds 27,489$ ) to R L Business Consultancy Services Limited for acting as the administration office. The Executive Committee member, R Levene is a shareholder of R L Business Consultancy Services Limited.

The company also paid  $\pounds$ 4,452 (2010:  $\pounds$ 4,666) to Stephen Guy for the provision of website services.

### DETAILED TRADING AND PROFIT AND LOSS ACCOUNT

### FOR THE YEAR ENDED 31 MARCH 2012

		2012		2011
	£	£	£	£
Turnover				
Subscriptions		53,652		48,628
Literature		1,081		1,492
Advertising		6,250		4,680
		60,983		54,800
Administrative expenses				
Rent, service charges and secretarial services	31,250		27,788	
Insurance	981		907	
Printing, stationery and literature	7,330		8,302	
Telephone and postage	3,539		2,467	
Meetings	2,534		2,118	
Consultancy and legal fees	1,924		2,077	
Web site costs	4,452		4,666	
Bank charges	(217)		318	
Sundry expenses	3,055		104	
Audit and accountancy	2,010		1,880	
Depreciation of tangible assets	251		375	
		57,109		51,002
Operating profit		3,874		3,798
Investment income				
Other income	250		-	
		250		-
Other interest receivable and similar income		904		19
Profit before taxation		5,028		3,817