

**STATEMENT OF SERVICE CHARGE INCOME & EXPENDITURE**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**  
**FOR**  
**KINGSCOURT, BIRMINGHAM**

**KINGSCOURT, BIRMINGHAM**  
**SERVICE CHARGE ACCOUNTS**  
**31 DECEMBER 2020**

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**CONTENTS PAGE**

	<b>PAGE NUMBER</b>
<b>ACCOUNTANTS REPORT</b>	<b>1</b>
<b>INCOME AND EXPENDITURE</b>	<b>2</b>
<b>BALANCE SHEET</b>	<b>3</b>
<b>NOTES</b>	<b>4</b>

**KINGSCOURT, BIRMINGHAM**  
**ACCOUNTANTS' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

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**ACCOUNTANTS' REPORT OF FACTUAL FINDINGS TO THE LANDLORD OF KINGSCOURT, BIRMINGHAM**

You have stated that an audit of the service charge accounts in accordance with International Standards on Auditing is not required under the terms of the lease for Kingscourt, Birmingham. In accordance with our engagement Letter dated 16 May 2019, we have performed the procedures agreed with you and enumerated below with respect to the service charge accounts set out on pages 2 to 4 in respect of the year ended 31 December 2020 in order to provide a report of factual findings about the service charge accounts that you have issued.

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

**Basis of report**

Our work was carried out having regard to TECH 03/11 Residential Service Charge Accounts published jointly by the professional accountancy bodies with ARMA and RICS. In summary, the procedures we carried out with respect to the service charge accounts were:

1. We obtained the service charge accounts and checked whether the figures in the accounts were extracted correctly from the accounting records maintained by or on behalf of the landlord;
2. We checked, based on a sample, whether entries in the accounting records were supported by receipts, other documentation or evidence that we inspected; and
3. We checked whether the balance of service charge monies for this property shown on page 2 of the service charge accounts agreed or reconciled to the bank statements for the account in which the funds are held.

Because the above procedures do not constitute either an audit or a review made in accordance with International Standards on Auditing (UK and Ireland) or International Standards on Review Engagements, we do not express any assurance on the service charge accounts other than in making the factual statements set out below.

Had we performed additional procedures or had we performed an audit or review of the financial statements in accordance with International Standards on Auditing (UK and Ireland) or International Standards on Review Engagements, other matters might have come to our attention that would have been reported to you.

**Report of factual findings:**

- a) With respect to item 1 we found the figures in the statements of account to have been extracted correctly from the accounting records.
- b) With respect to item 2 we found that those entries in the accounting records that we checked were supported by receipts, other documentation or evidence that we inspected.
- c) With respect to item 3 we found that the balance of service charge monies shown on page 2 of the service charge accounts agrees or reconciles to the bank statements for the account in which the funds are held.

*Crowe U.K. LLP*

Crowe U.K. LLP  
Chartered Accountants  
Black Country House  
Rounds Green Road  
West Midlands  
B69 2DG

Date: 30th June 2021.....

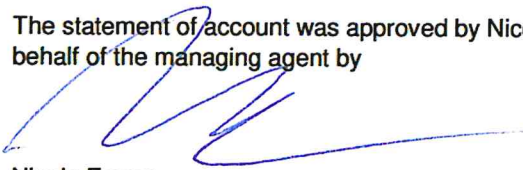
**KINGSCOURT, BIRMINGHAM**  
**INCOME AND EXPENDITURE**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 £	2019 £
<b>Income relating to the period</b>		
Service charge income	136,841	136,373
Gross interest	89	97
Total income receivable	<u>136,930</u>	<u>136,470</u>
<b>Expenditure relating to the period</b>		
<b>Maintenance and services:</b>		
Cleaning	2,534	6,177
Window cleaning	1,280	1,280
Vehicle gate maintenance	816	-
Fire alarms	8,683	27,163
External repairs and maintenance	23,473	34,538
Internal repairs and maintenance	215	7,352
M&E repairs and maintenance	140	17,290
Common area repairs	42,559	11,377
Landscaping	4,260	7,428
Pest control	658	978
<b>Utilities:</b>		
Electricity	6,085	3,251
Water	8,709	6,498
<b>Administration:</b>		
Insurance	10,583	11,757
Professional fees	17,172	620
Management fees	16,788	15,420
Accountancy fees	2,274	2,100
Security	1,619	-
Sinking fund	(10,918)	(16,759)
Total expenditure	<u>136,930</u>	<u>136,470</u>
Amount due to/(from) lessees	<u>-</u>	<u>-</u>

**KINGSCOURT, BIRMINGHAM**  
**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	2020 £	2019 £
<b>Assets</b>			
Due from tenants		296,035	14,604
Cash at bank	2	72,557	51,908
Prepayments		9,391	8,483
Other debtors		4,411	5,730
		<u>382,394</u>	<u>80,725</u>
<b>Liabilities</b>			
Trade creditors		22,822	6,167
Accruals		18,026	12,882
Service charge demanded in advance		335,464	44,676
		<u>376,312</u>	<u>63,725</u>
<b>Net assets</b>		<u>6,082</u>	<u>17,000</u>
<b>Reserves:</b>			
General reserves	3	6,082	17,000
Balance as at 31 December 2020		<u>6,082</u>	<u>17,000</u>

The statement of account was approved by Nicola Fagan for the managing agent on ..... 30/12/21 ..... and signed on behalf of the managing agent by

  
Nicola Fagan

**KINGSCOURT, BIRMINGHAM**

**NOTES TO THE STATEMENT OF SERVICE CHARGE INCOME & EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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**1. Accounting policies**

The accounts are prepared in accordance with the lease and on the accruals basis

**2. Bank account**

Service charge money was held in trust at Barclays Bank under the title Kingscourt designated client account.

**3. Reserve funds**

The general reserve has been established to meet the cost of large, non-regular repair and maintenance work.

**4. Managing agent annual declaration**

The following fees have been levied by the managing agent in relation to the year ended 31 December 2020.

<b>Professional fees</b>	£
Agents fees	<u>16,788</u>