

**STATEMENT OF SERVICE CHARGE INCOME & EXPENDITURE**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**  
**FOR**  
**PRIMROSE GARDENS, NETHERTON**

**PRIMROSE GARDENS, NETHERTON**

**SERVICE CHARGE ACCOUNTS  
31 DECEMBER 2020**

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**PRIMROSE GARDENS, NETHERTON**  
**ACCOUNTANTS' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

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**ACCOUNTANTS' REPORT OF FACTUAL FINDINGS TO THE LANDLORD OF PRIMROSE GARDENS, NETHERTON**

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 Primrose Gardens, Netherton. 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: .....25 May 2021.....

**PRIMROSE GARDENS, NETHERTON**  
**INCOME AND EXPENDITURE**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

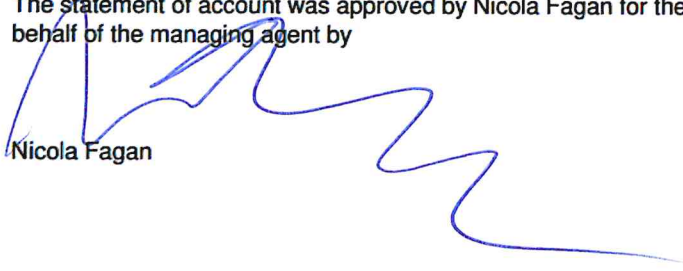
	Sch 1 £	Sch 3 £	2020 £ Total	2019 £ Total
<b>Income relating to the period</b>				
Service charge income			7,725	6,795
Bank interest	1	-	1	2
Total income receivable			<u>7,726</u>	<u>6,797</u>
<b>Expenditure relating to the period</b>				
Electricity	-	328	328	(723)
M&E Maintenance	-	605	605	3,494
Insurance	317	1,270	1,587	1,347
Management fee	240	840	1,080	1,080
Accountancy fee	-	-	-	330
Health and safety	-	1,030	1,030	-
External maintenance	-	126	126	1,667
Landscaping	-	768	768	
Sinking fund	1,504	275	1,779	1,350
Total expenditure	<u>2,061</u>	<u>5,242</u>	<u>7,303</u>	<u>8,545</u>
Excess (deficit) funds			<u>423</u>	<u>(1,748)</u>

**PRIMROSE GARDENS, NETHERTON**  
**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	2020 £	2019 £
<b>Assets</b>			
Cash at bank	2	4,399	784
Prepayments		824	780
Trade debtors		1,397	2,400
Amounts due from tenants		-	1,748
		<b>6,620</b>	<b>5,712</b>
<b>Liabilities</b>			
Trade creditors		1,258	1,030
Accruals		226	440
Deferred income		1,584	2,892
Amounts due to tenants		423	-
		<b>3,491</b>	<b>4,362</b>
<b>Net assets</b>		<b>3,129</b>	<b>1,350</b>
<b>Reserves:</b>			
General reserves	3	3,129	1,350
Balance as at 31 December 2020		<b>3,129</b>	<b>1,350</b>

The statement of account was approved by Nicola Fagan for the managing agent on 25/5/21 and signed on behalf of the managing agent by

Nicola Fagan



PRIMROSE GARDENS, NETHERTON

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 Primrose Gardens 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.

**Professional fees**

Agents fees

£

1,080