

ARCHERS GREEN, OLGA ROAD, NOTTINGHAM

SERVICE CHARGE STATEMENT OF ACCOUNT

PERIOD ENDED 31 DECEMBER 2008

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**ARCHERS GREEN, OLGA ROAD, NOTTINGHAM
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD ENDED 31 DECEMBER 2008**

Amounts receivable:	£	£
From the tenants		7885
From the landlord		-
Gross interest receivable	65	
Less tax	<u>-</u>	
Net interest		65
Other income		-
Transfers from reserve funds		<u>-</u>
Total amounts receivable		7950
Expenditure:		
Repairs and maintenance	2171	
Grounds maintenance	540	
Utilities	97	
Fee for accountant's report	470	
Other professional fees	-	
Management fees	1183	
Insurance	708	
Direct estate staff costs	-	
Other expenses	144	
Transfer to reserve fund(s)	<u>-</u>	
Total expenditure		<u>5313</u>
Surplus/Deficit		
Surplus at end of accounting period		2637
Surplus to be transferred to reserves		<u>2637</u>

**ARCHERS GREEN, OLGA ROAD, NOTTINGHAM
BALANCING STATEMENT
FOR THE PERIOD ENDED 31 DECEMBER 2008**

Assets	£	£
Service charges owed by tenants	7088	
Service charges and other amounts owed by landlord	-	
Other amounts receivable	4667	
Prepayments	-	
Deficit for the period to be collected	-	
Balances held at bank	<u>7891</u>	
		19646
Liabilities		
Service charges paid in advance by Tenants	-	
by Landlord	<u>-</u>	
	-	
Creditors	4907	
Tax payable on gross bank interest received	-	
Surplus for the period to be credited/refunded	<u>-</u>	
		<u>4907</u>
Net Assets		<u>14739</u>
Reserve Funds		
Balance brought forward		12102
Transfer from service charge account during the year		2637
Gross interest	-	
Less tax	<u>-</u>	
Net interest		-
Other income		-
Expenditure		<u>-</u>
Balance as at 31 December 2008		<u>14739</u>

NOTICE TO TENANTS

When your landlord sends you a demand for the payment of a service charge, that demand must be accompanied by a summary of your rights and obligations in relation to service charges. You are entitled to withhold a payment of a service charge if your landlord fails to provide you with that summary.

ARCHERS GREEN, OLGA ROAD, NOTTINGHAM

NOTES FOR THE PERIOD ENDED 31 DECEMBER 2008

1. **Accounting Policies**

This service charge Statement of account is prepared on an accruals basis under the historical cost convention.

2. **Balances held at bank**

The balance is held in an Urban Living Property Management Limited designated Client Account with Barclays Bank Plc.

3. **Further analysis of expenditure**

Repairs and maintenance	
Window Cleaning	504
Cleaning	919
Refuse disposal	351
General Repairs	371
Emergency Lighting Testing	26
24/7 Assistance	-
Per Income and Expenditure Account	<u>£2171</u>
Other Expenses	
Bank Charges	134
Sundry Expenses	10
Per Income and Expenditure Account	<u>£144</u>

4. **Balance Brought Forward**

Per Archers Green (Olga Road) Management Company Limited

As at 31 July 2008

Income and Expenditure Account	10046
Reserve Fund	<u>2056</u>
	<u>£12102</u>

ARCHERS GREEN, OLGA ROAD, NOTTINGHAM

INDEPENDENT ACCOUNTANTS' REPORT TO THE TENANTS

We have examined the Service Charge Statement of Account for Archers Green, Olga Road, Nottingham for the period ended 31 December 2008.

For the avoidance of doubt, our work was not designed to provide any assurance to any tenants regarding whether they were being charged a reasonable amount for services, whether these services were provided effectively nor on the effectiveness of the governance process.

We consider that the statements are:

- i) correctly extracted from the books and records of the company, and
- ii) sufficiently supported by accounts, receipts and other documents which have been provided to us by Urban Living Property Management Limited.

Our report is prepared solely for the confidential use of Urban Living Property Management Limited and solely for the purpose of reporting our examination of the Service Charge Statement of Account of Archers Green, Olga Road, Nottingham. It may not be relied upon by Urban Living Property Management Limited for any other purpose whatsoever. Our report must not be recited or referred to in whole or in part in any other document. Our report must not be made available, copied or recited to any other party except the tenants of ' Archers Green, Olga Road, Nottingham without our express written permission. R.W. Jarvis & Co., neither owes nor accepts any duty to the tenants of Archers Green, Olga Road, Nottingham or any other party and shall not be liable for any loss, damage or expense of whatsoever nature which is caused by their reliance on our report.

'Parkdene'
Wilton Road
Melton Mowbray
Leicestershire

23 August 2010



R.W. JARVIS & CO
CHARTERED ACCOUNTANTS

