

**SERVICE CHARGE ACCOUNTS**  
**GRAIN HOUSE MANAGEMENT LIMITED**

**YEAR ENDED 28 FEBRUARY 2017**

# GRAIN HOUSE MANAGEMENT LIMITED

YEAR ENDED 28 FEBRUARY 2017

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# GRAIN HOUSE MANAGEMENT LIMITED

YEAR ENDED 28 FEBRUARY 2017

Property Address	Bell View Manor The Oaks Ruislip Middlesex
Registered Office	Odeon House 146 College Road Harrow Middlesex HA1 1BH
Company Number	01999912 (England and Wales)
Directors	Mr G M P Bartram Ms C Andrews Mr K Crawford

# GRAIN HOUSE MANAGEMENT LIMITED

Independent Accountant's review report of factual findings to the Managing Agents of Grain House Management Ltd for the year ended 28 February 2017

To David Charles Property Consultants Limited, Managing Agents of Grain House Management Ltd.

We have reviewed the statement of service charge expenditure for the above property and notes for the year ended 28 February 2017, set out on pages 3 to 4. The statement of service charge expenditure has been prepared by the managing agents in accordance with guidance issued by the RICS in the Code of Practice, Service Charges in Commercial Property, Third edition.

## MANAGER'S RESPONSIBILITY FOR THE STATEMENT OF SERVICE CHARGE EXPENDITURE

The managing agent is responsible for the preparation of the statement of service charge expenditure and for such internal control as the managing agent determines is necessary to enable the preparation of the statements that are free from material misstatement, whether due to fraud or error.

## REPORTING ACCOUNTANT'S RESPONSIBILITY

Our responsibility is to express a conclusion on the statement of service charge expenditure based on the procedures we have performed and evidence we have obtained. We conducted our review in accordance with International Standard on Review Engagements (ISRE) 2400, Engagements to Review Historical Financial Statements (Revised), ISRE 2400 (Revised) requires us to conclude whether anything has come to our attention that causes us to believe that the statement of service charge expenditure taken as a whole, is not prepared in all material respects in accordance with the provisions of the Code of practice 'Service Charges in commercial property' issued by the RICS, ISRE 2400 (Revised) also requires us to comply with the relevant ethical requirements.

A review of a statement of service charge expenditure in accordance with ISRE 2400 (Revised) is a limited assurance engagement. The reporting accountant performs procedures, primarily consisting of making inquiries of management and others responsible for the services that comprise the service charge on this property, as appropriate, and applying analytical procedures, and evaluates the evidence obtained. The procedures do not include review of the allocation or apportionment of service charge expenditure to occupiers.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing. Accordingly, we do not express an audit opinion on the statement of service charge expenditure.

## CONCLUSION

Based upon the procedures we have performed and the evidence we have obtained, nothing has come to our attention that causes us to believe that the statement of service charge expenditure is not prepared, in all material respects, in accordance with the provisions of the Code of practice.

## BASIS OF ACCOUNTING AND RESTRICTION ON DISTRIBUTION AND USE

Our report is made in accordance with the terms of our engagement and is intended solely for the managing agent for issue to current occupiers (and the owner). This report should not be distributed to or used by other parties. Our work has been undertaken to enable us to make this report to the managing agent and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility or liability to anyone other than the managing agent in connection with the report or this engagement.

## M J Golz & Company

Odeon House  
146 College Road  
Harrow HA1 1BH

Chartered Accountants

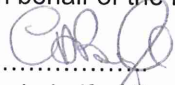
Dated

## GRAIN HOUSE MANAGEMENT LIMITED

### BALANCE SHEET AS AT 28 FEBRUARY 2017

	2017	2016
<b>Current Assets</b>		
Cash at Bank - Service Charges	6014	4136
Cash at Bank - Reserve/Sinking Fund	833	8000
Prepayments	1732	1969
Service Charge due	0	423
<b>Total Current Assets</b>	8579	14528
<b>Current Liabilities</b>		
Service Charges paid in advance	90	0
Loan Grain House Management Ltd	400	400
Accruals	1100	4385
<b>Total Current Liabilities</b>	1590	4785
<b>Net Assets</b>	£ 6989	£ 9743
<b>Represented by</b>		
Service Charge Reserves 1 March 2016	9743	9857
<b>Excess Expenditure over Income</b>	-2754	-114
<b>Reserves/Deficit carried forward</b>	£ 6989	£ 9743

The financial statement were approved by the Managing Agent on...29/01/17.....and were signed on behalf of the managing Agent by:

  
.....  
for and on behalf of David Charles Property Consultants Limited

  
.....  
Mr G M P Bartram - Director

# GRAIN HOUSE MANAGEMENT LIMITED

FOR THE YEAR ENDED 28 FEBRUARY 2017

	2017	2016
<b>Income</b>		
Service Charges	20100	20100
Interest Received	17	21
<b>TOTAL INCOME</b>	<u>20117</u>	<u>20121</u>
<b>Expenditure</b>		
Insurance	2997	2453
Directors Liability Insurance	87	188
Electricity	484	495
Garden Maintenance	1558	1540
Garden Expenses	0	179
Tree Surgery	384	0
Repairs and Maintenance incl Light Bulbs	1869	1482
Security	168	0
Residents Meetings	33	0
Telephone and Broadband	468	486
Carpet Cleaning	175	0
Cleaning incl Refuse Bins	1072	1242
Window Cleaning	750	700
Health and Safety	240	0
Gratuities	76	215
Management Fees	3900	3900
Out of Hours	72	0
Professional Fees	720	0
Statutory Costs	0	108
Accountancy	402	430
Major works	7416	6817
<b>TOTAL EXPENSES</b>	<u>22871</u>	<u>20235</u>
<b>Excess Expenditure over Income</b>	<u>£ -2754</u>	<u>£ -114</u>

