

**SERVICE CHARGE ACCOUNTS**

**DUKES LODGE LIMITED**

**YEAR ENDED 31 JULY 2017**

**DUKES LODGE LIMITED**

**YEAR ENDED 30 JUNE 2017**

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**DUKES LODGE LIMITED**

**YEAR ENDED 30 JUNE 2017**

Property Address	Dukes Lodge Eastbury Avenue Northwood HA6 3NA
Registered Office	Odeon House 146 College Road Harrow Middlesex HA1 1BH
Company Number	01138397 (England and Wales)
Directors	Mr R C Wolfenden Mr V Jhanjee Dr W Rubbin Mr J Thomas Mrs K E Thomson

## **DUKES LODGE LIMITED**

Independent Accountant's review report of factual findings to the Managing Agents Dukes Lodge Ltd for the year ended 31 July 2017

To David Charles Property Consultants Limited, Managing Agents of Dukes Lodge Ltd.

We have reviewed the statement of service charge expenditure for the above property and notes for the year ended 31 July 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 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

## DUKES LODGE LIMITED

### BALANCE SHEET AS AT 31 JULY 2017

	2017	2016
<b>Current Assets</b>		
Cash at Bank - Service Charges	4277	6593
Cash at Bank - Reserve/Sinking Fund	45005	32896
Prepayments	0	3003
Service Charges due	4754	3745
<b>Total Current Assets</b>	<b>54036</b>	<b>46237</b>
 <b>Current Liabilities</b>		
Service Charges paid in advance	0	912
Share Capital Dukes Lodge Ltd	12	12
Trade Creditors	1323	0
Accruals	480	2702
<b>Total Current Liabilities</b>	<b>1815</b>	<b>3626</b>
 <b>Net Assets</b>	<b>£ 52221</b>	<b>£ 42611</b>
<b>Represented by</b>		
Balance B/Fwd 1 August 2016	42611	30773
<b>Excess Income over Expenditure</b>	<b>9610</b>	<b>11838</b>
 <b>Reserves carried forward</b>	<b>£ 52221</b>	<b>£ 42611</b>

The financial statement were approved by the Managing Agent on...22/8/17.....and were signed on behalf of the managing Agent by:

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

.....  
Mr R C Wolfenden - Director

## DUKES LODGE LIMITED

YEAR ENDED 31 JULY 2017

	2017	2016
<b>Income</b>		
Service Charges	34770	33331
Interest Received	6	15
	<hr/>	<hr/>
<b>TOTAL INCOME</b>	34776	33346
<b>Expenditure</b>		
Accountancy	480	870
Bank Charges	0	55
Cleaning	1064	1776
Electricity	1449	920
Garden Maintenance	5860	5290
Garden Services	0	246
General Maintenance	1451	1136
Gutter Maintenance	0	663
Health and Safety	708	862
Insurance	2318	2385
Legal and Court Fees	1200	0
Lift	5002	2911
Management Fees	3900	3148
Out of Hours	68	0
Satellite Repairs	370	0
Statutory Costs	126	229
Waste Removal	134	157
Water Charges	63	140
Window Cleaning	973	720
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<b>TOTAL EXPENSES</b>	25166	21508
	<hr/>	<hr/>
<b>Excess Income over Expenditure</b>	£ 9610	£ 11838
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