

Company Registration No. 04821101 (England and Wales)

THE PARKS (ILFORD) MANAGEMENT COMPANY LIMITED

SERVICE CHARGE ACCOUNTS

FOR THE YEAR ENDED

30 JUNE 2024

tc accounts • tax • legal • financial planning

92 Station Road
Clacton on Sea
Essex
CO15 1SG

The Parks (Ilford) Management Company Limited

Company Information

Landlord	The Parks (Ilford) Management Company Limited 20 King Street London EC2V 8EG
Managing Agents	Red Rock Estate & Property Management Ltd Red Rock House Oak Business Park Wix Road Beaumont Essex, CO16 0AT
Accountants	TC Group 92 Station Road Clacton-on-Sea Essex CO15 1SG

The Parks (Ilford) Management Company Limited

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Accountants' Report

These financial statements have been prepared in accordance with our terms of engagement and in order to assist you to prepare the service charge accounts for the year ended 30 June 2024.

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 The Parks (Ilford) Management Company Limited. In accordance with our engagement letter dated 15 August 2022, we have performed the procedures agreed with you and enumerated below with respect to the service charge accounts set out on pages 4 to 11 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 or for this report.

Basis of report

Our work was carried out having regard to Residential service charge accounts published jointly by the professional accounting 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; and
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 9 of the service charge accounts agreed or reconciled to the bank statements for the accounts in which the funds are held.

Because the above procedures do not constitute either an audit or review of the financial statements 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.

We have prepared these financial statements based on the accounting records, information and explanations provided by you. We do not express any opinion on the financial statements.

Report of factual findings:

- a. With respect to item 1, we found the figures in the statement 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 9 of the service charge account agrees or reconciles to the bank statement for the accounts in which the funds are held.

TC Group

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92 Station Road
Clacton on Sea
Essex
CO15 1SG

The Parks (Ilford) Management Company Limited

Service Charge Income Expenditure Account
For The Year ended 30 June 2024

Schedule A - Estate

	Budget 2024 £	Actual 2024 £	Actual 2023 £
Income			
Service charges receivable	34,850	34,980	60,277
Income from JPW		300	
Unallocated Receipts from JPW		2,197	
Reserve	1,000	1,060	1,065
Total income	35,850	38,537	61,342
Expenditure			
Garden Maintenance	12,500	12,126	11,938
Refuse Removal	1,500	-	-
Drainage maintenance		228	1,032
Water Consumption & Sewerage		-	770
Company expenses	700	960	798
CCTV Maintenance	2,000	936	342
General Repairs	5,500	469	240
Electrical repairs	1,300	3,103	-
Pest control	1,300	371	1,648
Health and safety		-	3,096
Loss Assessor		-	3,082
Accountancy fees	3,000	2,240	2,486
Legal & Professional	1,000	1,897	1,065
Telephone & Postage	500	754	275
Bank Charges	700	720	712
Reserve	1,000	1,060	- 5,385
Total expenditure	31,000	24,864	22,099
Surplus/(Deficit)	4,850	13,673	39,243

The Parks (Ilford) Management Company Limited

Service Charge Income Expenditure Account (Continued)
For The Year ended 30 June 2024

Schedule B - Block

	Budget 2024 £	Actual 2024 £	Actual 2023 £
Income			
Service charges receivable	124,263	124,306	130,384
Reserve	8,000	8,070	8,160
Total income	132,263	132,376	138,544
Expenditure			
Cleaning	20,000	18,644	18,333
Internal decorating	10,000	39,176	4,477
Drainage System	-	-	2,550
Buildings Insurance	32,960	32,405	24,824
Terrorism Insurance		-	6,791
D&O Insurance		523	346
Door Entry Systems	5,000	3,724	4,971
General Repairs	21,089	4,367	9,401
Electrical Repairs	2,200	648	1,241
Emergency Light Testing	5,562	8,880	4,214
Fixed Electrical Testing		-	1,440
Aerial System Repairs	450	- 97	180
Fire & Smoke Systems	5,562	3,600	9,341
Fire door survey	3,090	-	
Health and Safety fees	2,500	3,204	
Roof Inspection & Repairs		10,000	24,396
Pest control	1,300	2,980	3,105
Electricity Consumption	18,400	13,727	8,536
Water Consumption & Sewerage	1,000	823	
Reserve	8,000	8,070	8,160
Transfer internal decorating		- 10,000	10,000
Total expenditure	137,113	140,674	142,305
Surplus/(Deficit)	(4,850)	(8,298)	(3,761)

The Parks (Ilford) Management Company Limited

Service Charge Income Expenditure Account (Continued)
For The Year ended 30 June 2024

Schedule C - Lift

	Budget 2024 £	Actual 2024 £	Actual 2023 £
Income			
Service charges receivable	5,100	5,124	5,077
Reserve	500	504	522
Total income	<u>5,600</u>	<u>5,628</u>	<u>5,599</u>
Expenditure			
Cleaning		-	-
Insurance	600	780	570
Lift contract	3,000	1,746	130
Lift maintenance	1,200	-	5,006
Lift Telephones	300	1,172	1,705
Reserve	500	504	522
Total expenditure	<u>5,600</u>	<u>4,202</u>	<u>7,933</u>
Surplus/(Deficit)	<u>-</u>	<u>1,426</u>	<u>(2,334)</u>

The Parks (Ilford) Management Company Limited

Service Charge Income Expenditure Account (Continued)
For The Year ended 30 June 2024

Schedule D - Houses

	Budget 2024 £	Actual 2024 £	Actual 2023 £
Income			
Service charges receivable	6,757	6,758	-
Total income	<u>6,757</u>	<u>6,758</u>	<u>-</u>
Expenditure			
Managing Agent Charges	6,757	6,757	6,718
Total expenditure	<u>6,757</u>	<u>6,757</u>	<u>6,718</u>
Surplus/(Deficit)	<u>-</u>	<u>1</u>	<u>(6,718)</u>

The Parks (Ilford) Management Company Limited

Service Charge Income Expenditure Account (Continued)
For The Year ended 30 June 2024

Schedule E - Flats

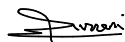
	Budget 2024 £	Actual 2024 £	Actual 2023 £
Income			
Service charges receivable	17,236	17,329	-
Total income	<u>17,236</u>	<u>17,329</u>	<u>-</u>
Expenditure			
Managing Agent Charges	17,236	17,236	17,275
Total expenditure	<u>17,236</u>	<u>17,236</u>	<u>17,275</u>
Surplus/(Deficit)	<u>-</u>	<u>93</u>	<u>(17,275)</u>

The Parks (Ilford) Management Company Limited

Balance Sheet
As At 30 June 2024

	Notes	2024 £	2023 £
Current assets			
Debtors	3	118,183	86,123
Cash at Bank	4	29,136	57,730
Total assets		<u>147,320</u>	<u>143,853</u>
Current liabilities	5	47,395	43,562
Net assets		<u>99,925</u>	<u>100,291</u>
Reserves			
General reserve	6	99,925	100,291
Balance at 30 June 2024		<u>99,925</u>	<u>100,291</u>

The statement of accounts were approved by the board of directors and authorised for issue on 26/02/2025 and are signed on its behalf by:



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Director

The Parks (Ilford) Management Company Limited

Notes To The Service Charge Accounts For The Year Ended 30 June 2024

1. Accounting policies

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

2. Taxation

Service charge monies are held on trust in accordance with section 42, Landlord and Tenant Act 1987. Interest earned on service charge monies held on deposit is taxable at the basic rate of income tax. The rate of tax applied to interest received during the year was 19% (2022: 19%).

3. Debtors

	2024 £	2023 £
Service charges owed	4,153	11,989
Service charge deficit receivable	6,778	30,088
Prepayments	59,584	16,700
Other Debtors	31,630	10,007
Late fees owing	16,039	17,339
	<u>118,183</u>	<u>86,123</u>

4. Bank account

	2024 £	2023 £
Service charge accounts	29,136	57,730
Reserve fund	-	-
	<u>29,136</u>	<u>57,730</u>

All client monies are held by way of a statutory trust, in a designated Client Bank Account at National Westminster Bank Plc, 25 High Street, Colchester, Essex CO1 1DG in accordance with Section 42 and Section 42A of the Landlord & Tenant Act 1987.

Account name: RR The Parks Client Account. Account number: 28204735. Sort Code: 60-06-06.

5. Creditors

	2024 £	2023 £
Trade creditors	31,442	- 1,072
Accruals	2,280	5,392
Other creditors	13,673	39,243
	<u>47,395</u>	<u>43,562</u>

The Parks (Ilford) Management Company Limited

Notes To The Service Charge Accounts (Continued)
For The Year Ended 30 June 2024

6. Reserve funds

	2024 £	2023 £
Reserve fund A		
Balance brought forward	13,568	11,592
Movement in the year	<u>1,060</u>	<u>1,976</u>
Balance carried forward	<u>14,628</u>	<u>13,568</u>
Reserve fund B		
Balance brought forward	68,957	50,797
Movement in the year	<u>-1,930</u>	<u>18,160</u>
Balance carried forward	<u>67,027</u>	<u>68,957</u>
Reserve fund C		
Balance brought forward	17,765	11,074
Movement in the year	<u>504</u>	<u>6,691</u>
Balance carried forward	<u>18,269</u>	<u>17,765</u>
	<u>99,925</u>	<u>100,291</u>

The reserve fund has been established to meet the cost of large, non-regular repair and maintenance work. The present level of the fund may prove insufficient, given the substantial costs which could be incurred and the uncertainty as to when further such costs may arise.

Any shortfall in these funds resulting from expenditure incurred will be charged to the Income and Expenditure account in that year

The Parks (Ilford) Management Company Limited

Declaration By Managing Agents

We confirm that the information provided is correct and complete to the best of our knowledge and belief.

We approve the service charge accounts for the year ended 30 June 2024 as set out on pages 1 to 11.

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Date:

Red Rock Estate & Property Management Ltd

Oak Business Park,

Wix Road,

Beaumont

Essex, CO16 0AT