

Our ReF: JJ\39209\YE2021

Your Ref:

30 November 2021

Dear

### **The Annual Accounts for Fernwood**

Please find enclosed the accounts for year ending 31<sup>st</sup> May 2021. These have been independently audited by BDO LLP and signed off by the property manager.

### **Property Managers Comments**

This year the accounts have largely come in on budget, with a relatively small overspend of £2,669.87, against a budget of £344,365,00. This is an overall overspend of 0.77% over budget

The Schedule 1 budget, although we had some over and underspends came out with a deficit of £23.33

The main deficit this year was within the maintenance budgets of schedule 2A courtyard cost which saw an overspend of £2,300.97

The remaining schedule 2B and 2D both saw a slight underspend against budget

Schedule 3's came in on or below budget

Schedule 4E had an overspend of £978.92, this deficit was due to high than expected electricity bill and LED lighting upgrade to the block, part of which has been met from reserve funds

Schedule 4L had an overspend of £126.62

### **A summary of the accounts**

As you will see in the accounts, the actual amount we have needed to spend was more than the amount we have already charged by £2,669.87. As a result, we now need to make an additional charge to cover this.

Please note that because of how we are required to allocate costs across your development, even though the overall accounts are in deficit, some blocks or schedule have a surplus, as detailed on the enclosed schedules

## **How is this deficit going to be paid for?**

As summarised above, we have had to spend more than was originally budgeted this year and therefore need to make an additional charge to cover this. We have invoiced your account with your share and have enclosed your invoice or credit note with your account

If your invoice is more than £10...

Even if you pay by Direct Debit, you will need to make arrangements to pay. That's because your current payment plan won't include this extra amount. There are a number of ways to pay and you will find these on your invoice.

## **What we do with your money**

Although we ask you to make payment to FirstPort, your money is credited to an interest-bearing designated service charge bank account and held by way of statutory trust. All of our development bank accounts are completely independent of the trading accounts of any of the FirstPort group companies. Our development bank accounts are all with Barclays; we made this switch in 2016 as part of our continued commitment to sourcing the best rates and benefits for our customers.

You and your neighbours all contribute to your development's service charge, which remains important to pay at this time because this covers the services your building needs throughout the year including insurance, maintenance, repairs, upkeep of communal facilities and contribution towards your building's reserve fund. Without sufficient funds we risk not being able to continue to deliver these services, so it's really important that we continue to collect service charge payments.

There may be some disruption at the moment due to Coronavirus, however we are planning ahead to catch up with any delayed projects wherever possible, based on the Government advice. As always, we will address any under or overspend in service charge funds at the end of the financial year.

We appreciate that there may be some services that you have not received, such as a missed window clean, and you will not be charged for a visit which has not taken place. This will be adjusted in your end of year accounts.

Your Property Manager has continued to work with contractors, helped customers with their queries and is planning ahead to catch up on any delayed services at your development as lockdown restrictions are eased. As such, your dedicated development bank account still needs sufficient funds to cover planned service charge spend for your building throughout the year.

We understand that the current situation has presented challenges for many people across the country. If you're worried that you're going to struggle to pay your service charge invoice because of Coronavirus, please email our credit control team on [collections@firstport.co.uk](mailto:collections@firstport.co.uk).

If you haven't already, we recommend signing up to our easy to use customer portal. It's easy to use and free to register; your online account provides e-billing and updates about your home. You can track major works and repairs, view your statements and balance. Go to [FirstPort.co.uk](http://FirstPort.co.uk) and click on the 'my account' button to register

### **Find out more**

If you would like further information, we recommend taking a look at the FAQ's on our website, which provide helpful information on a range of topics including a glossary of terms to help explain the terminology used in your accounts and service charge estimates: <http://www.firstport.co.uk/residents-help-and-advice>

When contacting us please include your 11-digit customer reference number so we can easily locate your account

Yours sincerely

John Jeys

**Property Manager Fernwood**

**Fernwood**  
**Service Charge Accounts**  
**for the year ended 31 May 2021**

**Contents**

Page

1	Auditors' Report
2	Income and Expenditure
3	Balance Sheet
4	Notes to the Accounts



## **Independent auditor's report to the Managing Agent of Fernwood**

### **Opinion**

We have audited the service charge accounts of Fernwood for the year ended 31 May 2021, which comprise the income and expenditure account for the year then ended, the balance sheet as at 31 May 2021, and the notes to the service charge accounts. The service charge accounts have been prepared by the Managing Agent in accordance with the accounting policies set out in note 1 to the service charge accounts.

In our opinion, the service charge accounts of Fernwood for the year ended 31 May 2021 are prepared, in all material respects, in accordance with the accounting policies set out in note 1 to the service charge accounts.

### **Basis of Opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) including ISA (UK) 800. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the service charge accounts section of our report. We are independent of the Managing Agent in accordance with the ethical requirements that are relevant to our audit of the service charge accounts in the UK, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Emphasis of matter - basis of accounting and restriction on distribution and use**

We draw attention to Note 1 to the service charge accounts which describes the basis of accounting. This report is made solely to the Managing Agent in accordance with the terms of our engagement. Our audit work has been undertaken so that we might state to the Managing Agent those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Managing Agent for our audit work, for this report, or for the opinions we have formed.

The service charge accounts are prepared to assist the Managing Agent to fulfil the requirements under the terms of the lease. As a result, the service charge accounts may not be suitable for another purpose. Our report is intended solely for the Managing Agent and should not be distributed to or used by parties other than the Managing Agent, other than expressly permitted by the terms of our engagement letter.

Our opinion is not modified in respect of this matter.

### **Managing Agent's responsibility for the accounts**

The Managing Agent is responsible for the preparation of these service charge accounts in accordance with the accounting policies set out in Note 1 and for such internal control as the Managing Agent determine is necessary to enable the preparation of service charge accounts that are free from material misstatement, whether due to fraud or error. The Managing Agent is responsible for overseeing the financial reporting process.

### **Auditor's responsibilities for the audit of the service charge accounts**

Our objectives are to obtain reasonable assurance about whether the service charge accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these service charge accounts.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

BDO LLP  
Chartered Accountants  
Southampton  
United Kingdom

01 December 2021

BDO LLP is a limited liability partnership registered in England and Wales (with registered number 0C305127)

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
<b>Income</b>			
321,683.72	Service Charge Income	344,383.66	344,365.00
59.25	Tenant Interest Charged	-	-
<b>£321,742.97</b>	<b>Total Income</b>	<b>£344,383.66</b>	<b>£344,365.00</b>
<b>Expenditure</b>			
<b>S1 Estate</b>			
1,422.29	Monitoring Service	1,422.32	1,120.00
1,714.93	Insurance - Estates	1,467.23	5,272.00
634.65	Electricity	547.72	300.00
97.65	Water & Sewerage	110.56	150.00
85,680.39	Grounds Maintenance	84,494.70	83,588.00
4,080.00	Maintenance of Trees	9,090.00	4,000.00
6,801.94	General Maintenance	4,792.18	6,000.00
-	Insurance Excess	600.00	-
102.00	Playground Facilities	102.00	500.00
226.84	Plant & Machinery	3,052.39	-
(7,120.70)	Linked Site Charges	(7,362.26)	(6,865.00)
116,949.00	Management Fees	116,948.24	116,949.00
1,260.00	Accounts Preparation Fee	1,304.99	1,305.00
1,266.90	Audit Fees	1,305.52	1,267.00
228.00	Legal & Professional Fees	96.00	-
473.65	Health & Safety	-	-
214,079.44		217,971.60	213,586.00
7,600.00	Contribution to Reserves	14,450.00	14,450.00
<b>£221,679.44</b>	<b>Total Expenditure</b>	<b>£232,421.60</b>	<b>£228,036.00</b>
(9,700.69)	Contribution from Reserve	(4,362.27)	-
<b>£211,978.75</b>	<b>Net Expenditure S1 Estate</b>	<b>£228,059.33</b>	<b>£228,036.00</b>
<b>S2A Private Courtyard</b>			
248.79	Insurance	-	650.00
-	Insurance - Estates	-	25.00
2,748.01	Electricity	2,715.02	2,250.00
14,500.38	Grounds Maintenance	14,937.10	12,539.00
226.84	Plant & Machinery	6,161.84	-
-	Prior Year Items	(248.79)	-
13,621.94	General Maintenance	3,814.85	3,000.00
31,119.12		27,380.02	18,464.00
7,800.00	Contribution to Reserves	6,145.00	6,145.00
<b>£38,919.12</b>	<b>Total Expenditure</b>	<b>£33,525.02</b>	<b>£24,609.00</b>
(13,963.94)	Contribution from Reserve	(6,863.84)	-
<b>£24,955.18</b>	<b>Net Expenditure S2A Private Courtyard</b>	<b>£26,661.18</b>	<b>£24,609.00</b>
<b>S2B Private Courtyard</b>			
637.12	Insurance	-	-
-	Insurance - Estates	-	250.00
2,805.24	Grounds Maintenance	2,884.96	2,423.00
226.84	Plant & Machinery	1,166.44	-
-	Prior Year Items	(637.12)	-
1,483.93	General Maintenance	4.45	250.00
4,926.29		3,418.72	2,923.00
1,507.00	Contribution to Reserves	1,187.00	1,187.00
<b>£6,433.29</b>	<b>Total Expenditure</b>	<b>£4,605.72</b>	<b>£4,110.00</b>
(1,483.93)	Contribution from Reserve	(1,166.44)	-
<b>£4,949.36</b>	<b>Net Expenditure S2B Private Courtyard</b>	<b>£3,439.28</b>	<b>£4,110.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
	<b>S2D Parking Court</b>		
-	Insurance	-	50.00
954.68	Grounds Maintenance	983.44	825.00
226.84	Plant & Machinery	405.72	-
102.96	General Maintenance	1.55	150.00
1,057.64		1,390.70	1,025.00
512.00	Contribution to Reserves	403.00	403.00
<b>£1,569.64</b>	<b>Total Expenditure</b>	<b>£1,793.70</b>	<b>£1,428.00</b>
(102.96)	Contribution from Reserve	(405.72)	-
<b>£1,466.68</b>	<b>Net Expenditure S2D Parking Court</b>	<b>£1,387.98</b>	<b>£1,428.00</b>
	<b>S3A 9 11 17 19 25 27 Goldstraw</b>		
854.33	Insurance	922.50	883.00
-	General Maintenance	-	125.00
448.00	Management Fees	448.00	448.00
1,302.33		1,370.50	1,456.00
150.00	Contribution to Reserves	150.00	150.00
<b>£1,452.33</b>	<b>Net Expenditure S3A 9 11 17 19 25 27 Goldstraw</b>	<b>£1,520.50</b>	<b>£1,606.00</b>
	<b>S3B 35 37 Goldstraw Lane</b>		
242.23	Insurance	261.53	250.00
-	General Maintenance	-	60.00
560.57	Redecorations	-	-
199.00	Management Fees	199.00	199.00
1,001.80		460.53	509.00
50.00	Contribution to Reserves	50.00	50.00
<b>£1,051.80</b>	<b>Total Expenditure</b>	<b>£510.53</b>	<b>£559.00</b>
(560.57)	Contribution from Reserve	-	-
<b>£491.23</b>	<b>Net Expenditure S3B 35 37 Goldstraw Lane</b>	<b>£510.53</b>	<b>£559.00</b>
	<b>S3C 43-49 odd Goldstraw Lane</b>		
596.32	Insurance	643.90	616.00
-	General Maintenance	-	60.00
903.14	Redecorations	-	-
263.00	Management Fees	263.00	263.00
1,762.46		906.90	939.00
50.00	Contribution to Reserves	50.00	50.00
<b>£1,812.46</b>	<b>Total Expenditure</b>	<b>£956.90</b>	<b>£989.00</b>
(903.14)	Contribution from Reserve	-	-
<b>£909.32</b>	<b>Net Expenditure S3C 43-49 odd Goldstraw Lane</b>	<b>£956.90</b>	<b>£989.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
	<b>S3F 81 83 93 95 Dale Crescent</b>		
612.12	Insurance	660.95	632.00
-	General Maintenance	-	100.00
965.42	Redecorations	-	-
263.00	Management Fees	263.00	263.00
1,840.54		923.95	995.00
100.00	Contribution to Reserves	100.00	100.00
<b>£1,940.54</b>	<b>Total Expenditure</b>	<b>£1,023.95</b>	<b>£1,095.00</b>
(965.42)	Contribution from Reserve	-	-
<b>£975.12</b>	<b>Net Expenditure S3F 81 83 93 95 Dale Crescent</b>	<b>£1,023.95</b>	<b>£1,095.00</b>
	<b>S3H 20 22 48 50 Goldstraw Lane</b>		
612.12	Insurance	660.95	632.00
87.60	General Maintenance	-	150.00
965.42	Redecorations	-	-
263.00	Management Fees	263.00	263.00
1,928.14		923.95	1,045.00
100.00	Contribution to Reserves	100.00	100.00
<b>£2,028.14</b>	<b>Total Expenditure</b>	<b>£1,023.95</b>	<b>£1,145.00</b>
(965.42)	Contribution from Reserve	-	-
<b>£1,062.72</b>	<b>Net Expenditure S3H 20 22 48 50 Goldstraw Lane</b>	<b>£1,023.95</b>	<b>£1,145.00</b>
	<b>S3J 52 54 Goldstraw Lane</b>		
242.23	Insurance	261.53	250.00
-	General Maintenance	-	50.00
482.71	Redecorations	-	-
199.00	Management Fees	199.00	199.00
923.94		460.53	499.00
50.00	Contribution to Reserves	50.00	50.00
<b>£973.94</b>	<b>Total Expenditure</b>	<b>£510.53</b>	<b>£549.00</b>
(482.71)	Contribution from Reserve	-	-
<b>£491.23</b>	<b>Net Expenditure S3J 52 54 Goldstraw Lane</b>	<b>£510.53</b>	<b>£549.00</b>
	<b>S3K 58-64 even Goldstraw Lane</b>		
612.12	Insurance	660.95	632.00
-	General Maintenance	-	50.00
965.42	Redecorations	-	-
263.00	Management Fees	263.00	263.00
1,840.54		923.95	945.00
50.00	Contribution to Reserves	50.00	50.00
<b>£1,890.54</b>	<b>Total Expenditure</b>	<b>£973.95</b>	<b>£995.00</b>
(909.73)	Contribution from Reserve	-	-
<b>£980.81</b>	<b>Net Expenditure S3K 58-64 even Goldstraw Lane</b>	<b>£973.95</b>	<b>£995.00</b>
	<b>S3V 75 77 Rubys Wk 9 Apple Ave</b>		
297.51	Insurance	321.23	307.00
-	General Maintenance	-	50.00
389.28	Redecorations	-	-
240.00	Management Fees	240.00	240.00
926.79		561.23	597.00
50.00	Contribution to Reserves	50.00	50.00
<b>£976.79</b>	<b>Total Expenditure</b>	<b>£611.23</b>	<b>£647.00</b>
(389.28)	Contribution from Reserve	-	-
<b>£587.51</b>	<b>Net Expenditure S3V 75 77 Rubys Wk 9 Apple Ave</b>	<b>£611.23</b>	<b>£647.00</b>



## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
	<b>S3W 73 79 Rubys Wk 5 Apple Ave</b>		
297.51	Insurance	321.23	309.00
-	General Maintenance	-	50.00
389.28	Redecorations	-	-
240.00	Management Fees	240.00	240.00
926.79		561.23	599.00
50.00	Contribution to Reserves	50.00	50.00
<b>£976.79</b>	<b>Total Expenditure</b>	<b>£611.23</b>	<b>£649.00</b>
(389.28)	Contribution from Reserve	-	-
<b>£587.51</b>	<b>Net Expenditure S3W 73 79 Rubys Wk 5 Apple Ave</b>	<b>£611.23</b>	<b>£649.00</b>
	<b>S3X 134 136 Goldstraw 12 Apple</b>		
238.26	Insurance	257.28	246.00
-	General Maintenance	-	60.00
389.28	Redecorations	-	-
240.00	Management Fees	240.00	240.00
867.54		497.28	546.00
50.00	Contribution to Reserves	50.00	50.00
<b>£917.54</b>	<b>Total Expenditure</b>	<b>£547.28</b>	<b>£596.00</b>
(389.28)	Contribution from Reserve	-	-
<b>£528.26</b>	<b>Net Expenditure S3X 134 136 Goldstraw 12 Apple</b>	<b>£547.28</b>	<b>£596.00</b>
	<b>S3Y 128 130 Goldstraw Lane</b>		
238.26	Insurance	257.28	246.00
156.00	General Maintenance	-	60.00
482.71	Redecorations	-	-
199.00	Management Fees	199.00	199.00
1,075.97		456.28	505.00
50.00	Contribution to Reserves	50.00	50.00
<b>£1,125.97</b>	<b>Total Expenditure</b>	<b>£506.28</b>	<b>£555.00</b>
(438.56)	Contribution from Reserve	-	-
<b>£687.41</b>	<b>Net Expenditure S3Y 128 130 Goldstraw Lane</b>	<b>£506.28</b>	<b>£555.00</b>
	<b>S3Z 28 Pond Cl 109 Goldstraw</b>		
238.26	Insurance	257.28	246.00
-	General Maintenance	-	50.00
482.71	Redecorations	-	-
199.00	Management Fees	199.00	199.00
919.97		456.28	495.00
50.00	Contribution to Reserves	50.00	50.00
<b>£969.97</b>	<b>Total Expenditure</b>	<b>£506.28</b>	<b>£545.00</b>
(482.71)	Contribution from Reserve	-	-
<b>£487.26</b>	<b>Net Expenditure S3Z 28 Pond Cl 109 Goldstraw</b>	<b>£506.28</b>	<b>£545.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
	<b>S3ZA 3 4 6 Parsons Close</b>		
238.26	Insurance	257.28	246.00
-	General Maintenance	-	50.00
482.71	Redecorations	-	-
<u>226.00</u>	<u>Management Fees</u>	<u>226.00</u>	<u>226.00</u>
946.97		483.28	522.00
<u>50.00</u>	<u>Contribution to Reserves</u>	<u>50.00</u>	<u>50.00</u>
<b>£996.97</b>	<b>Total Expenditure</b>	<b>£533.28</b>	<b>£572.00</b>
<b>(482.71)</b>	<b>Contribution from Reserve</b>	<b>-</b>	<b>-</b>
<b>£514.26</b>	<b>Net Expenditure S3ZA 3 4 6 Parsons Close</b>	<b>£533.28</b>	<b>£572.00</b>
	<b>S3ZB 5 7 12 14 Parsons Close</b>		
238.26	Insurance	257.28	246.00
-	General Maintenance	-	50.00
482.71	Redecorations	-	-
<u>266.00</u>	<u>Management Fees</u>	<u>266.00</u>	<u>266.00</u>
986.97		523.28	562.00
<u>50.00</u>	<u>Contribution to Reserves</u>	<u>50.00</u>	<u>50.00</u>
<b>£1,036.97</b>	<b>Total Expenditure</b>	<b>£573.28</b>	<b>£612.00</b>
<b>(482.71)</b>	<b>Contribution from Reserve</b>	<b>-</b>	<b>-</b>
<b>£554.26</b>	<b>Net Expenditure S3ZB 5 7 12 14 Parsons Close</b>	<b>£573.28</b>	<b>£612.00</b>
	<b>S3ZC 31 35 37 Pach Way</b>		
238.26	Insurance	257.28	246.00
-	General Maintenance	-	50.00
420.43	Redecorations	-	-
<u>226.00</u>	<u>Management Fees</u>	<u>226.00</u>	<u>226.00</u>
884.69		483.28	522.00
<u>50.00</u>	<u>Contribution to Reserves</u>	<u>50.00</u>	<u>50.00</u>
<b>£934.69</b>	<b>Total Expenditure</b>	<b>£533.28</b>	<b>£572.00</b>
<b>(420.43)</b>	<b>Contribution from Reserve</b>	<b>-</b>	<b>-</b>
<b>£514.26</b>	<b>Net Expenditure S3ZC 31 35 37 Pach Way</b>	<b>£533.28</b>	<b>£572.00</b>
	<b>S3ZD 176 188 192 194 Goldstraw</b>		
238.26	Insurance	257.28	246.00
-	General Maintenance	-	60.00
482.71	Redecorations	-	-
<u>263.00</u>	<u>Management Fees</u>	<u>263.00</u>	<u>263.00</u>
983.97		520.28	569.00
<u>50.00</u>	<u>Contribution to Reserves</u>	<u>50.00</u>	<u>50.00</u>
<b>£1,033.97</b>	<b>Total Expenditure</b>	<b>£570.28</b>	<b>£619.00</b>
<b>(482.71)</b>	<b>Contribution from Reserve</b>	<b>-</b>	<b>-</b>
<b>£551.26</b>	<b>Net Expenditure S3ZD 176 188 192 194 Goldstraw</b>	<b>£570.28</b>	<b>£619.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
	<b>S3ZE 26 28 Rubys Walk</b>		
238.26	Insurance	257.28	246.00
-	General Maintenance	-	50.00
420.43	Redecorations	-	-
226.00	Management Fees	226.00	226.00
884.69		483.28	522.00
50.00	Contribution to Reserves	50.00	50.00
<b>£934.69</b>	<b>Total Expenditure</b>	<b>£533.28</b>	<b>£572.00</b>
(420.43)	Contribution from Reserve	-	-
<b>£514.26</b>	<b>Net Expenditure S3ZE 26 28 Rubys Walk</b>	<b>£533.28</b>	<b>£572.00</b>
	<b>S3ZF 4b 6 Pach Way</b>		
242.23	Insurance	261.53	250.00
-	General Maintenance	-	50.00
420.43	Redecorations	-	-
199.00	Management Fees	199.00	199.00
861.66		460.53	499.00
50.00	Contribution to Reserves	50.00	50.00
<b>£911.66</b>	<b>Total Expenditure</b>	<b>£510.53</b>	<b>£549.00</b>
(420.43)	Contribution from Reserve	-	-
<b>£491.23</b>	<b>Net Expenditure S3ZF 4b 6 Pach Way</b>	<b>£510.53</b>	<b>£549.00</b>
	<b>SCHEDULE 3ZM - Plot 108</b>		
-	Insurance	268.64	-
-	Prior Year Items	248.79	-
-	<b>Total Expenditure</b>	<b>£517.43</b>	<b>-</b>
-	<b>Net Expenditure SCHEDULE 3ZM - Plot 108</b>	<b>£517.43</b>	<b>-</b>
	<b>SCHEDULE 3ZN - Plot 138</b>		
-	Insurance	419.30	-
-	Prior Year Items	388.33	-
-	<b>Total Expenditure</b>	<b>£807.63</b>	<b>-</b>
-	<b>Net Expenditure SCHEDULE 3ZN - Plot 138</b>	<b>£807.63</b>	<b>-</b>
	<b>SCHEDULE 3ZO - Plot 143</b>		
-	Insurance	268.64	-
-	Prior Year Items	248.79	-
-	<b>Total Expenditure</b>	<b>£517.43</b>	<b>-</b>
-	<b>Net Expenditure SCHEDULE 3ZO - Plot 143</b>	<b>£517.43</b>	<b>-</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
	<b>S4D Apts 1-11 15-31 odd Youngs</b>		
2,806.94	Insurance	3,027.78	2,900.00
1,635.01	Electricity	1,595.78	1,400.00
-	Water & Sewerage	-	50.00
1,587.19	Communal Area Cleaning	1,597.79	1,020.00
551.76	Grounds Maintenance	565.29	360.00
5,714.90	Fire Systems Maintenance	2,474.06	1,361.00
216.90	Door Entry Systems	-	100.00
-	TV Distribution System	-	450.00
1,557.66	General Maintenance	1,097.29	800.00
592.68	Plant & Machinery	111.67	-
187.04	Health & Safety	-	-
2,592.00	Management Fees	2,592.00	2,592.00
17,442.08		13,061.66	11,033.00
2,800.00	Contribution to Reserves	2,800.00	2,800.00
<b>£20,242.08</b>	<b>Total Expenditure</b>	<b>£15,861.66</b>	<b>£13,833.00</b>
(6,746.00)	Contribution from Reserve	(2,059.50)	-
<b>£13,496.08</b>	<b>Net Expenditure S4D Apts 1-11 15-31 odd Youngs</b>	<b>£13,802.16</b>	<b>£13,833.00</b>
	<b>S4E Apts 33-43 odd Youngs</b>		
1,153.14	Insurance	1,245.15	1,191.00
1,038.69	Electricity	1,254.80	750.00
609.64	Communal Area Cleaning	612.74	400.00
300.28	Grounds Maintenance	306.38	194.00
972.28	Fire Systems Maintenance	2,037.28	805.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	-	200.00
611.02	General Maintenance	348.73	450.00
296.34	Plant & Machinery	55.84	-
93.52	Health & Safety	-	-
1,036.00	Management Fees	1,036.00	1,036.00
6,110.90		6,896.92	5,126.00
1,200.00	Contribution to Reserves	1,200.00	1,200.00
<b>£7,310.90</b>	<b>Total Expenditure</b>	<b>£8,096.92</b>	<b>£6,326.00</b>
(1,051.72)	Contribution from Reserve	(792.00)	-
<b>£6,259.18</b>	<b>Net Expenditure S4E Apts 33-43 odd Youngs</b>	<b>£7,304.92</b>	<b>£6,326.00</b>
	<b>S4I Apts 24-46 even Goldstraw</b>		
2,070.66	Insurance	2,235.86	2,139.00
1,239.01	Electricity	1,210.26	800.00
1,249.64	Communal Area Cleaning	1,255.39	800.00
476.90	Grounds Maintenance	487.71	310.00
4,103.24	Fire Systems Maintenance	1,416.56	1,109.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	-	200.00
741.67	General Maintenance	141.27	700.00
493.90	Plant & Machinery	93.06	-
187.03	Health & Safety	-	-
2,073.00	Management Fees	2,073.00	2,073.00
12,635.05		8,913.11	8,231.00
2,500.00	Contribution to Reserves	2,500.00	2,500.00
<b>£15,135.05</b>	<b>Total Expenditure</b>	<b>£11,413.11</b>	<b>£10,731.00</b>
(4,047.19)	Contribution from Reserve	(1,002.00)	-
<b>£11,087.86</b>	<b>Net Expenditure S4I Apts 24-46 even Goldstraw</b>	<b>£10,411.11</b>	<b>£10,731.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
	<b>S4L Apts 68-96 even Goldstraw</b>		
3,146.96	Insurance	3,394.33	3,251.00
1,019.60	Electricity	2,711.32	2,000.00
1,620.88	Communal Area Cleaning	1,632.91	1,050.00
1,287.92	Grounds Maintenance	1,402.23	846.00
5,087.84	Fire Systems Maintenance	3,626.36	1,362.00
-	Door Entry Systems	-	200.00
-	TV Distribution System	-	200.00
579.06	General Maintenance	1.09	800.00
1,481.70	Plant & Machinery	279.18	-
187.03	Health & Safety	-	-
2,592.00	Management Fees	2,595.00	2,595.00
17,002.99		15,642.42	12,304.00
2,800.00	Contribution to Reserves	2,800.00	2,800.00
<b>£19,802.99</b>	<b>Total Expenditure</b>	<b>£18,442.42</b>	<b>£15,104.00</b>
(5,425.63)	Contribution from Reserve	(3,211.80)	-
<b>£14,377.36</b>	<b>Net Expenditure S4L Apts 68-96 even Goldstraw</b>	<b>£15,230.62</b>	<b>£15,104.00</b>
	<b>S4P Apts 1-11 odd Rubys Walk</b>		
983.32	Insurance	1,061.79	1,016.00
213.47	Electricity	204.60	250.00
608.98	Communal Area Cleaning	613.49	400.00
272.22	Grounds Maintenance	277.50	176.00
1,262.14	Fire Systems Maintenance	536.08	755.00
-	Door Entry Systems	-	100.00
656.40	TV Distribution System	384.00	200.00
1,613.50	General Maintenance	0.43	450.00
-	Insurance Excess	500.00	-
263.35	Plant & Machinery	49.62	-
2,958.55	Redecorations	-	-
93.52	Health & Safety	-	-
1,036.00	Management Fees	1,036.00	1,036.00
9,961.45		4,663.51	4,383.00
1,400.00	Contribution to Reserves	1,400.00	1,400.00
<b>£11,361.45</b>	<b>Total Expenditure</b>	<b>£6,063.51</b>	<b>£5,783.00</b>
(5,831.81)	Contribution from Reserve	(328.80)	-
<b>£5,529.64</b>	<b>Net Expenditure S4P Apts 1-11 odd Rubys Walk</b>	<b>£5,734.71</b>	<b>£5,783.00</b>
	<b>S4Q Apts 2-12 even Rubys Walk</b>		
983.32	Insurance	1,061.79	1,016.00
517.03	Electricity	586.58	800.00
608.98	Communal Area Cleaning	612.16	400.00
272.22	Grounds Maintenance	277.50	176.00
1,214.40	Fire Systems Maintenance	980.08	554.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	-	100.00
1,823.14	General Maintenance	162.43	250.00
263.35	Plant & Machinery	49.62	-
2,958.55	Redecorations	-	-
93.52	Health & Safety	-	-
1,036.00	Management Fees	1,036.00	1,036.00
9,770.51		4,766.17	4,432.00
1,400.00	Contribution to Reserves	1,400.00	1,400.00
<b>£11,170.51</b>	<b>Total Expenditure</b>	<b>£6,166.17</b>	<b>£5,832.00</b>
(5,741.09)	Contribution from Reserve	(772.80)	-
<b>£5,429.42</b>	<b>Net Expenditure S4Q Apts 2-12 even Rubys Walk</b>	<b>£5,393.37</b>	<b>£5,832.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2021

Prior Year Actual		Actual	Estimate
	<b>S4U Apts 100-116 Goldstraw/P4</b>		
1,788.96	Insurance	1,931.68	1,802.00
719.50	Insurance - Engineering	753.95	-
1,038.28	Electricity	1,070.64	40.00
916.19	Communal Area Cleaning	925.54	600.00
281.45	Grounds Maintenance	286.49	181.00
3,109.36	Fire Systems Maintenance	995.08	957.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	-	150.00
408.16	General Maintenance	564.72	600.00
263.54	Plant & Machinery	49.66	1,000.00
4,795.97	Redecorations	-	-
93.52	Health & Safety	-	-
1,729.00	Management Fees	1,729.00	1,729.00
15,143.94		8,306.77	7,159.00
1,800.00	Contribution to Reserves	1,800.00	1,800.00
<b>£16,943.94</b>	<b>Total Expenditure</b>	<b>£10,106.77</b>	<b>£8,959.00</b>
(7,780.17)	Contribution from Reserve	(787.80)	-
<b>£9,163.77</b>	<b>Net Expenditure S4U Apts 100-116 Goldstraw/P4</b>	<b>£9,318.97</b>	<b>£8,959.00</b>
	<b>S4V Apts 12-22 even Johnsons</b>		
1,732.42	Insurance	2,033.56	1,789.00
219.99	Electricity	224.62	300.00
611.68	Communal Area Cleaning	614.78	500.00
385.26	Grounds Maintenance	393.80	250.00
482.54	Fire Systems Maintenance	455.60	400.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	163.00	200.00
293.50	General Maintenance	0.43	450.00
395.12	Plant & Machinery	74.45	-
93.52	Health & Safety	-	-
1,231.00	Management Fees	1,231.00	1,231.00
5,445.02		5,191.24	5,220.00
968.00	Contribution to Reserves	968.00	968.00
<b>£6,413.02</b>	<b>Total Expenditure</b>	<b>£6,159.24</b>	<b>£6,188.00</b>
(656.86)	Contribution from Reserve	(248.40)	-
<b>£5,756.16</b>	<b>Net Expenditure S4V Apts 12-22 even Johnsons</b>	<b>£5,910.84</b>	<b>£6,188.00</b>
<b>£326,829.66</b>	<b>Total Expenditure - all Schedules</b>	<b>£347,053.53</b>	<b>£344,365.00</b>
<b>(£5,086.69)</b>	<b>Surplus/(Deficit)</b>	<b>(£2,669.87)</b>	<b>-</b>

## Fernwood

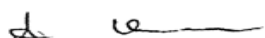
### Balance Sheet as at 31 May 2021

2020		2021
7,942.27	Service Charge Debtors	5,012.52
50,327.09	Sundry Debtors and Prepayments	56,550.31
5,086.69	Deficit for the year to be recovered	2,669.87
<u>69,878.59</u>	Bank Balance	<u>121,220.51</u>
133,234.64		185,453.21
9,214.20	Service Charge Creditors	45,311.94
<u>8,066.81</u>	Creditors and accrued expenses	<u>7,955.42</u>
17,281.01		53,267.36
<b><u><u>£115,953.63</u></u></b>	<b>Net funds at 31 May 2021</b>	<b><u><u>£132,185.85</u></u></b>

Represented by :-

<b><u><u>£115,953.63</u></u></b>	<b>Reserve funds for longer term maintenance (Note 4)</b>	<b><u><u>£132,185.85</u></u></b>
----------------------------------	---	----------------------------------

The balance sheet was approved on behalf of FirstPort Property Services Limited on - 01 December 2021



## Fernwood

### Notes to the Accounts for the year to 31 May 2021

#### 1. Accounting Policies

The accounts are prepared on an accruals basis.

#### 2. Bank Account

Monies maintained by FirstPort Property Services are held by way of a statutory trust, in an interest bearing no notice designated client bank account at Barclays Bank Plc., 49-51 Northumberland Street, Newcastle upon Tyne, NE1 7AF under the title, FirstPort Property Services Limited Client Service Charge account for Fernwood. This is in accordance with Section 42 and Section 42A of the Landlord and Tenant Act 1987.

#### 3. Taxation

A Service Charge Trust has been established by Section 42 of the Landlord & Tenant Act 1987 and the Lease. 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 20%

#### 4. Reserve Funds for Longer Term Maintenance

Schedule or Block Name	Balance Brought Forward	Provision for the year	Interest Received (net of tax)	Contribution (from) Reserves	Total
S1 Estate	31,350.90	14,450.00	21.80	(4,362.27)	41,460.43
S2A Private Courtyard	32,747.17	6,145.00	22.76	(6,863.84)	32,051.09
S2B Private Courtyard	9,176.82	1,187.00	6.38	(1,166.44)	9,203.76
S2D Parking Court	2,829.69	403.00	1.97	(405.72)	2,828.94
S3A 9 11 17 19 25 27 Goldstraw	1,372.61	150.00	0.95	-	1,523.56
S3B 35 37 Goldstraw Lane	293.03	50.00	0.20	-	343.23
S3C 43-49 odd Goldstraw Lane	138.28	50.00	0.10	-	188.38
S3F 81 83 93 95 Dale Crescent	88.99	100.00	0.06	-	189.05
S3H 20 22 48 50 Goldstraw Lane	186.77	100.00	0.13	-	286.90
S3J 52 54 Goldstraw Lane	310.72	50.00	0.22	-	360.94
S3K 58-64 even Goldstraw Lane	-	50.00	-	-	50.00
S3V 75 77 Rubys Wk 9 Apple Ave	237.05	50.00	0.16	-	287.21
S3W 73 79 Rubys Wk 5 Apple Ave	243.79	50.00	0.17	-	293.96
S3X 134 136 Goldstraw 12 Apple	139.62	50.00	0.10	-	189.72
S3Y 128 130 Goldstraw Lane	-	50.00	-	-	50.00
S3Z 28 Pond Cl 109 Goldstraw	169.30	50.00	0.12	-	219.42
S3ZA 3 4 6 Parsons Close	159.99	50.00	0.11	-	210.10
S3ZB 5 7 12 14 Parsons Close	359.88	50.00	0.25	-	410.13
S3ZC 31 35 37 Pach Way	133.63	50.00	0.09	-	183.72
S3ZD 176 188 192 194 Goldstraw	169.70	50.00	0.12	-	219.82
S3ZE 26 28 Rubys Walk	221.57	50.00	0.15	-	271.72
S3ZF 4b 6 Pach Way	8.69	50.00	0.01	-	58.70
S4D Apts 1-11 15-31 odd Youngs	1,646.61	2,800.00	1.14	(2,059.50)	2,388.25
S4E Apts 33-43 odd Youngs	148.28	1,200.00	0.10	(792.00)	556.38
S4I Apts 24-46 even Goldstraw	7,903.90	2,500.00	5.49	(1,002.00)	9,407.39
S4L Apts 68-96 even Goldstraw	1,875.67	2,800.00	1.30	(3,211.80)	1,465.17
S4P Apts 1-11 odd Rubys Walk	8,403.99	1,400.00	5.84	(328.80)	9,481.03
S4Q Apts 2-12 even Rubys Walk	8,160.49	1,400.00	5.67	(772.80)	8,793.36
S4U Apts 100-116 Goldstraw/P4	3,569.73	1,800.00	2.48	(787.80)	4,584.41
S4V Apts 12-22 even Johnsons	3,906.76	968.00	2.72	(248.40)	4,629.08
	<b>£ 115,953.63</b>	<b>38,153.00</b>	<b>80.59</b>	<b>(22,001.37)</b>	<b>132,185.85</b>

The reserve funds have been established to provide a contribution to items of exceptional expenditure.

Exceptional costs may be offset on the Income & Expenditure account with a transfer from the reserve fund. If there are insufficient funds then the costs will remain as a charge to the Income & Expenditure account or an additional levy may be charged to raise the additional funds prior to, or at the time of the cost being incurred.

All the reserves in hand within a schedule will be available for any exceptional expenditure, subject to the timing and urgency of other future works.



**Fernwood****Notes to the Accounts for the year to 31 May 2021****5. Prior Year Items**

	Sch 2A	Sch 2B	Sch 3ZM	Sch 3ZN	Sch 3ZO	Total
Reallocation of prior year Insurance costs	(248.79)	(637.12)	248.79	388.33	248.79	-
<b>Total</b>	<b>(248.79)</b>	<b>(637.12)</b>	<b>248.79</b>	<b>388.33</b>	<b>248.79</b>	<b>-</b>

**6. Change in Scheme Structure**

3 new schedules have been created within the current service charge accounts, these being Schedule S3ZM - Plot 108, Schedule S3ZN - Plot 138 and Schedule S3ZO - Plot 143. The purpose of these schedules is for the insurance cost relating to the structure of the coach house, which FirstPort has an obligation to maintain and manage. Previously the insurance costs for these 3 schedules was incorrectly included within schedule S2A Private Courtyard & S2B Private Courtyard. The prior year insurance costs have been reclassified to the correct Schedules as set out in Note 5.

**7. Fair Processing Notice**

Appropriate information we hold may be shared with legal advisers, collection agents, service providers, contractors and others providing property management services to FirstPort Property Services. Also those who are affected by the information we hold.

This information includes copy correspondence we receive from and send to others.

**8. Statement of Income**

FirstPort Property Services, including companies that have the same parent company, have earned income from your service charge during the year on the following expenditure:

Management Fees  
Monitoring Service  
Accounts Preparation Fees  
Insurance