

**Fernwood**  
**Service Charge Accounts**  
**for the year ended 31 May 2020**

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## **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 2020, which comprise the income and expenditure account for the year then ended, the balance sheet as at 31 May 2020, 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 2020 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

18 November 2020

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 2020

Prior Year Actual		Actual	Estimate
<b>Income</b>			
329,157.74	Service Charge Income	321,683.72	321,677.00
28.16	Tenant Interest Charged	59.25	-
<b>£329,185.90</b>	<b>Total Income</b>	<b>£321,742.97</b>	<b>£321,677.00</b>
<b>Expenditure</b>			
<b>S1 Estate</b>			
1,422.28	Monitoring Service	1,422.29	1,120.00
4,999.57	Insurance - Estates	1,714.93	1,320.00
263.28	Electricity	634.65	170.00
134.95	Water & Sewerage	97.65	50.00
65,509.23	Grounds Maintenance	85,942.29	77,000.00
4,200.00	Maintenance of Trees	4,080.00	4,500.00
6,290.80	General Maintenance	6,801.94	6,000.00
102.00	Playground Facilities	102.00	1,000.00
4,565.33	Plant & Machinery	226.84	-
(6,213.23)	Linked Site Charges	(7,120.70)	(6,852.00)
118,046.16	Management Fees	116,949.00	116,949.00
2,472.00	Accounts Preparation Fee	1,260.00	1,260.00
1,230.00	Audit Fees	1,266.90	1,100.00
644.03	Legal & Professional Fees	228.00	-
1,408.80	Health & Safety	473.65	-
205,075.20		214,079.44	203,617.00
7,600.00	Contribution to Reserves	7,600.00	7,600.00
<b>£212,675.20</b>	<b>Total Expenditure</b>	<b>£221,679.44</b>	<b>£211,217.00</b>
-	Contribution from Reserve	(9,700.69)	-
<b>£212,675.20</b>	<b>Net Expenditure S1 Estate</b>	<b>£211,978.75</b>	<b>£211,217.00</b>
<b>S2A Private Courtyard</b>			
-	Insurance	248.79	-
9.21	Insurance - Terrorism	-	25.00
231.32	Insurance - Buildings	-	795.00
2,190.84	Electricity	2,748.01	1,500.00
9,181.99	Grounds Maintenance	14,500.38	11,000.00
5,757.72	General Maintenance	13,621.94	3,000.00
17,371.08		31,119.12	16,320.00
7,800.00	Contribution to Reserves	7,800.00	7,800.00
<b>£25,171.08</b>	<b>Total Expenditure</b>	<b>£38,919.12</b>	<b>£24,120.00</b>
-	Contribution from Reserve	(13,963.94)	-
<b>£25,171.08</b>	<b>Net Expenditure S2A Private Courtyard</b>	<b>£24,955.18</b>	<b>£24,120.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

	<b>S2B Private Courtyard</b>		
-	Insurance	637.12	-
23.56	Insurance - Terrorism	-	-
591.62	Insurance - Buildings	-	-
1,776.31	Grounds Maintenance	2,805.24	2,100.00
-	General Maintenance	1,483.93	450.00
2,391.49		4,926.29	2,550.00
1,507.00	Contribution to Reserves	1,507.00	1,507.00
<b>£3,898.49</b>	<b>Total Expenditure</b>	<b>£6,433.29</b>	<b>£4,057.00</b>
-	Contribution from Reserve	(1,483.93)	-
<b>£3,898.49</b>	<b>Net Expenditure S2B Private Courtyard</b>	<b>£4,949.36</b>	<b>£4,057.00</b>
	<b>S2D Parking Court</b>		
604.53	Grounds Maintenance	954.68	700.00
-	General Maintenance	102.96	150.00
604.53		1,057.64	850.00
512.00	Contribution to Reserves	512.00	512.00
<b>£1,116.53</b>	<b>Total Expenditure</b>	<b>£1,569.64</b>	<b>£1,362.00</b>
-	Contribution from Reserve	(102.96)	-
<b>£1,116.53</b>	<b>Net Expenditure S2D Parking Court</b>	<b>£1,466.68</b>	<b>£1,362.00</b>
	<b>S3A 9 11 17 19 25 27 Goldstraw</b>		
-	Insurance	854.33	-
31.64	Insurance - Terrorism	-	35.00
795.05	Insurance - Buildings	-	940.00
86.40	General Maintenance	-	125.00
-	Redecorations	-	-
452.04	Management Fees	448.00	448.00
1,365.13		1,302.33	1,548.00
150.00	Contribution to Reserves	150.00	150.00
<b>£1,515.13</b>	<b>Total Expenditure</b>	<b>£1,452.33</b>	<b>£529.00</b>
-	Contribution from Reserve	-	-
<b>£1,515.13</b>	<b>Net Expenditure S3A 9 11 17 19 25 27 Goldstraw</b>	<b>£1,452.33</b>	<b>£1,698.00</b>
	<b>S3B 35 37 Goldstraw Lane</b>		
-	Insurance	242.23	-
8.96	Insurance - Terrorism	-	10.00
225.17	Insurance - Buildings	-	210.00
-	General Maintenance	-	60.00
67.41	Redecorations	560.57	-
205.08	Management Fees	199.00	199.00
506.62		1,001.80	479.00
50.00	Contribution to Reserves	50.00	50.00
<b>£556.62</b>	<b>Total Expenditure</b>	<b>£1,051.80</b>	<b>£529.00</b>
(67.40)	Contribution from Reserve	(560.57)	-
<b>£489.22</b>	<b>Net Expenditure S3B 35 37 Goldstraw Lane</b>	<b>£491.23</b>	<b>£529.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

<b>S3C 43-49 odd Goldstraw Lane</b>			
-	Insurance	596.32	-
22.10	Insurance - Terrorism	-	25.00
555.31	Insurance - Buildings	-	575.00
-	General Maintenance	-	60.00
108.59	Redecorations	903.14	-
265.92	Management Fees	263.00	263.00
951.92		1,762.46	923.00
50.00	Contribution to Reserves	50.00	50.00
<b>£1,001.92</b>	<b>Total Expenditure</b>	<b>£1,812.46</b>	<b>£973.00</b>
(108.60)	Contribution from Reserve	(903.14)	-
<b>£893.32</b>	<b>Net Expenditure S3C 43-49 odd Goldstraw Lane</b>	<b>£909.32</b>	<b>£973.00</b>
<b>S3F 81 83 93 95 Dale Crescent</b>			
-	Insurance	612.12	-
22.68	Insurance - Terrorism	-	25.00
569.88	Insurance - Buildings	-	670.00
-	General Maintenance	-	100.00
116.07	Redecorations	965.42	-
265.92	Management Fees	263.00	263.00
974.55		1,840.54	1,058.00
100.00	Contribution to Reserves	100.00	100.00
<b>£1,074.55</b>	<b>Total Expenditure</b>	<b>£1,940.54</b>	<b>£1,158.00</b>
(116.07)	Contribution from Reserve	(965.42)	-
<b>£958.48</b>	<b>Net Expenditure S3F 81 83 93 95 Dale Crescent</b>	<b>£975.12</b>	<b>£1,158.00</b>
<b>S3H 20 22 48 50 Goldstraw Lane</b>			
-	Insurance	612.12	-
22.68	Insurance - Terrorism	-	30.00
569.75	Insurance - Buildings	-	645.00
-	General Maintenance	87.60	150.00
116.07	Redecorations	965.42	-
265.92	Management Fees	263.00	263.00
974.42		1,928.14	1,088.00
100.00	Contribution to Reserves	100.00	100.00
<b>£1,074.42</b>	<b>Total Expenditure</b>	<b>£2,028.14</b>	<b>£1,188.00</b>
(116.07)	Contribution from Reserve	(965.42)	-
<b>£958.35</b>	<b>Net Expenditure S3H 20 22 48 50 Goldstraw Lane</b>	<b>£1,062.72</b>	<b>£1,188.00</b>
<b>S3J 52 54 Goldstraw Lane</b>			
-	Insurance	242.23	-
8.97	Insurance - Terrorism	-	10.00
226.74	Insurance - Buildings	-	225.00
-	General Maintenance	-	50.00
58.03	Redecorations	482.71	-
201.00	Management Fees	199.00	199.00
494.74		923.94	484.00
50.00	Contribution to Reserves	50.00	50.00
<b>£544.74</b>	<b>Total Expenditure</b>	<b>£973.94</b>	<b>£534.00</b>
(58.03)	Contribution from Reserve	(482.71)	-
<b>£486.71</b>	<b>Net Expenditure S3J 52 54 Goldstraw Lane</b>	<b>£491.23</b>	<b>£534.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

<b>S3K 58-64 even Goldstraw Lane</b>			
-	Insurance	612.12	-
23.33	Insurance - Terrorism	-	22.00
525.88	Insurance - Buildings	-	550.00
-	General Maintenance	-	50.00
116.07	Redecorations	965.42	-
265.92	Management Fees	263.00	263.00
931.20		1,840.54	885.00
50.00	Contribution to Reserves	50.00	50.00
<b>£981.20</b>	<b>Total Expenditure</b>	<b>£1,890.54</b>	<b>£935.00</b>
(116.07)	Contribution from Reserve	(909.73)	-
<b>£865.13</b>	<b>Net Expenditure S3K 58-64 even Goldstraw Lane</b>	<b>£980.81</b>	<b>£935.00</b>
<b>S3V 75 77 Rubys Wk 9 Apple Ave</b>			
-	Insurance	297.51	-
11.00	Insurance - Terrorism	-	10.00
276.33	Insurance - Buildings	-	185.00
-	General Maintenance	-	50.00
46.80	Redecorations	389.28	-
242.04	Management Fees	240.00	240.00
576.17		926.79	485.00
50.00	Contribution to Reserves	50.00	50.00
<b>£626.17</b>	<b>Total Expenditure</b>	<b>£976.79</b>	<b>£535.00</b>
(46.80)	Contribution from Reserve	(389.28)	-
<b>£579.37</b>	<b>Net Expenditure S3V 75 77 Rubys Wk 9 Apple Ave</b>	<b>£587.51</b>	<b>£535.00</b>
<b>S3W 73 79 Rubys Wk 5 Apple Ave</b>			
-	Insurance	297.51	-
11.00	Insurance - Terrorism	-	10.00
276.33	Insurance - Buildings	-	185.00
-	General Maintenance	-	50.00
46.80	Redecorations	389.28	-
242.04	Management Fees	240.00	240.00
576.17		926.79	485.00
50.00	Contribution to Reserves	50.00	50.00
<b>£626.17</b>	<b>Total Expenditure</b>	<b>£976.79</b>	<b>£535.00</b>
(46.80)	Contribution from Reserve	(389.28)	-
<b>£579.37</b>	<b>Net Expenditure S3W 73 79 Rubys Wk 5 Apple Ave</b>	<b>£587.51</b>	<b>£535.00</b>
<b>S3X 134 136 Goldstraw 12 Apple</b>			
-	Insurance	238.26	-
8.16	Insurance - Terrorism	-	10.00
221.59	Insurance - Buildings	-	185.00
-	General Maintenance	-	60.00
46.80	Redecorations	389.28	-
242.04	Management Fees	240.00	240.00
518.59		867.54	495.00
50.00	Contribution to Reserves	50.00	50.00
<b>£568.59</b>	<b>Total Expenditure</b>	<b>£917.54</b>	<b>£545.00</b>
(46.80)	Contribution from Reserve	(389.28)	-
<b>£521.79</b>	<b>Net Expenditure S3X 134 136 Goldstraw 12 Apple</b>	<b>£528.26</b>	<b>£545.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

<b>S3Y 128 130 Goldstraw Lane</b>			
-	Insurance	238.26	-
8.81	Insurance - Terrorism	-	10.00
221.55	Insurance - Buildings	-	175.00
-	General Maintenance	156.00	60.00
58.03	Redecorations	482.71	-
201.00	Management Fees	199.00	199.00
489.39		1,075.97	444.00
50.00	Contribution to Reserves	50.00	50.00
<b>£539.39</b>	<b>Total Expenditure</b>	<b>£1,125.97</b>	<b>£494.00</b>
(58.03)	Contribution from Reserve	(438.56)	-
<b>£481.36</b>	<b>Net Expenditure S3Y 128 130 Goldstraw Lane</b>	<b>£687.41</b>	<b>£494.00</b>
<b>S3Z 28 Pond CI 109 Goldstraw</b>			
-	Insurance	238.26	-
8.81	Insurance - Terrorism	-	10.00
221.55	Insurance - Buildings	-	180.00
-	General Maintenance	-	50.00
58.03	Redecorations	482.71	-
201.00	Management Fees	199.00	199.00
489.39		919.97	439.00
50.00	Contribution to Reserves	50.00	50.00
<b>£539.39</b>	<b>Total Expenditure</b>	<b>£969.97</b>	<b>£489.00</b>
(58.03)	Contribution from Reserve	(482.71)	-
<b>£481.36</b>	<b>Net Expenditure S3Z 28 Pond CI 109 Goldstraw</b>	<b>£487.26</b>	<b>£489.00</b>
<b>S3ZA 3 4 6 Parsons Close</b>			
-	Insurance	238.26	-
8.81	Insurance - Terrorism	-	10.00
221.48	Insurance - Buildings	-	175.00
-	General Maintenance	-	50.00
58.03	Redecorations	482.71	-
228.96	Management Fees	226.00	226.00
517.28		946.97	461.00
50.00	Contribution to Reserves	50.00	50.00
<b>£567.28</b>	<b>Total Expenditure</b>	<b>£996.97</b>	<b>£511.00</b>
(58.03)	Contribution from Reserve	(482.71)	-
<b>£509.25</b>	<b>Net Expenditure S3ZA 3 4 6 Parsons Close</b>	<b>£514.26</b>	<b>£511.00</b>
<b>S3ZB 5 7 12 14 Parsons Close</b>			
-	Insurance	238.26	-
8.81	Insurance - Terrorism	-	10.00
221.58	Insurance - Buildings	-	185.00
-	General Maintenance	-	50.00
58.03	Redecorations	482.71	-
269.04	Management Fees	266.00	266.00
557.46		986.97	511.00
50.00	Contribution to Reserves	50.00	50.00
<b>£607.46</b>	<b>Total Expenditure</b>	<b>£1,036.97</b>	<b>£561.00</b>
(58.03)	Contribution from Reserve	(482.71)	-
<b>£549.43</b>	<b>Net Expenditure S3ZB 5 7 12 14 Parsons Close</b>	<b>£554.26</b>	<b>£561.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

<b>S3ZC 31 35 37 Pach Way</b>			
-	Insurance	238.26	-
9.38	Insurance - Terrorism	-	10.00
221.48	Insurance - Buildings	-	175.00
-	General Maintenance	-	50.00
50.55	Redecorations	420.43	-
233.04	Management Fees	226.00	226.00
514.45		884.69	461.00
50.00	Contribution to Reserves	50.00	50.00
<b>£564.45</b>	<b>Total Expenditure</b>	<b>£934.69</b>	<b>£511.00</b>
(50.55)	Contribution from Reserve	(420.43)	-
<b>£513.90</b>	<b>Net Expenditure S3ZC 31 35 37 Pach Way</b>	<b>£514.26</b>	<b>£511.00</b>
<b>S3ZD 176 188 192 194 Goldstraw</b>			
-	Insurance	238.26	-
8.81	Insurance - Terrorism	-	10.00
221.48	Insurance - Buildings	-	172.00
-	General Maintenance	-	60.00
58.03	Redecorations	482.71	-
265.92	Management Fees	263.00	263.00
554.24		983.97	505.00
50.00	Contribution to Reserves	50.00	50.00
<b>£604.24</b>	<b>Total Expenditure</b>	<b>£1,033.97</b>	<b>£555.00</b>
(58.03)	Contribution from Reserve	(482.71)	-
<b>£546.21</b>	<b>Net Expenditure S3ZD 176 188 192 194 Goldstraw</b>	<b>£551.26</b>	<b>£555.00</b>
<b>S3ZE 26 28 Rubys Walk</b>			
-	Insurance	238.26	-
8.23	Insurance - Terrorism	-	10.00
207.92	Insurance - Buildings	-	172.00
-	General Maintenance	-	50.00
50.55	Redecorations	420.43	-
228.96	Management Fees	226.00	226.00
495.66		884.69	458.00
50.00	Contribution to Reserves	50.00	50.00
<b>£545.66</b>	<b>Total Expenditure</b>	<b>£934.69</b>	<b>£508.00</b>
(50.55)	Contribution from Reserve	(420.43)	-
<b>£495.11</b>	<b>Net Expenditure S3ZE 26 28 Rubys Walk</b>	<b>£514.26</b>	<b>£508.00</b>
<b>S3ZF 4b 6 Pach Way</b>			
-	Insurance	242.23	-
8.96	Insurance - Terrorism	-	10.00
225.18	Insurance - Buildings	-	180.00
-	General Maintenance	-	50.00
50.55	Redecorations	420.43	-
201.00	Management Fees	199.00	199.00
485.69		861.66	439.00
50.00	Contribution to Reserves	50.00	50.00
<b>£535.69</b>	<b>Total Expenditure</b>	<b>£911.66</b>	<b>£489.00</b>
(50.55)	Contribution from Reserve	(420.43)	-
<b>£485.14</b>	<b>Net Expenditure S3ZF 4b 6 Pach Way</b>	<b>£491.23</b>	<b>£489.00</b>



## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

<b>S4D Apts 1-11 15-31 odd Youngs</b>			
-	Insurance	2,806.94	-
152.71	Insurance - Terrorism	-	165.00
2,550.32	Insurance - Buildings	-	2,550.00
1,216.20	Electricity	1,635.01	1,400.00
-	Water & Sewerage	-	50.00
986.09	Communal Area Cleaning	1,587.19	1,100.00
347.88	Grounds Maintenance	551.76	620.00
455.56	Fire Systems Maintenance	5,714.90	600.00
-	Door Entry Systems	216.90	100.00
-	TV Distribution System	-	450.00
1,026.08	General Maintenance	1,557.66	825.00
425.38	Plant & Machinery	592.68	-
9,017.34	Carpet Replacement	-	-
-	Health & Safety	187.04	-
2,617.08	Management Fees	2,592.00	2,592.00
18,794.64		17,442.08	10,452.00
2,800.00	Contribution to Reserves	2,800.00	2,800.00
<b>£21,594.64</b>	<b>Total Expenditure</b>	<b>£20,242.08</b>	<b>£13,252.00</b>
(9,017.34)	Contribution from Reserve	(6,746.00)	-
<b>£12,577.30</b>	<b>Net Expenditure S4D Apts 1-11 15-31 odd Youngs:</b>	<b>£13,496.08</b>	<b>£13,252.00</b>
<b>S4E Apts 33-43 odd Youngs</b>			
-	Insurance	1,153.14	-
42.73	Insurance - Terrorism	-	50.00
1,073.69	Insurance - Buildings	-	1,085.00
563.14	Electricity	1,038.69	750.00
378.06	Communal Area Cleaning	609.64	500.00
188.18	Grounds Maintenance	300.28	300.00
344.78	Fire Systems Maintenance	972.28	500.00
305.40	Door Entry Systems	-	100.00
-	TV Distribution System	-	200.00
1,460.44	General Maintenance	611.02	450.00
212.69	Plant & Machinery	296.34	-
4,256.89	Carpet Replacement	-	-
-	Health & Safety	93.52	-
1,046.04	Management Fees	1,036.00	1,036.00
9,872.04		6,110.90	4,971.00
1,200.00	Contribution to Reserves	1,200.00	1,200.00
<b>£11,072.04</b>	<b>Total Expenditure</b>	<b>£7,310.90</b>	<b>£6,171.00</b>
(1,725.53)	Contribution from Reserve	(1,051.72)	-
<b>£9,346.51</b>	<b>Net Expenditure S4E Apts 33-43 odd Youngs</b>	<b>£6,259.18</b>	<b>£6,171.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

<b>S4I Apts 24-46 even Goldstraw</b>			
-	Insurance	2,070.66	-
84.61	Insurance - Terrorism	-	100.00
1,795.98	Insurance - Buildings	-	1,900.00
775.50	Electricity	1,239.01	700.00
774.57	Communal Area Cleaning	1,249.64	1,000.00
299.88	Grounds Maintenance	476.90	520.00
1,641.16	Fire Systems Maintenance	4,103.24	500.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	-	200.00
494.49	General Maintenance	741.67	500.00
354.48	Plant & Machinery	493.90	-
3,003.55	Carpet Replacement	-	-
-	Health & Safety	187.03	-
2,093.04	Management Fees	2,073.00	2,073.00
11,317.26		12,635.05	7,593.00
2,500.00	Contribution to Reserves	2,500.00	2,500.00
<b>£13,817.26</b>	<b>Total Expenditure</b>	<b>£15,135.05</b>	<b>£10,093.00</b>
(3,003.55)	Contribution from Reserve	(4,047.19)	-
<b>£10,813.71</b>	<b>Net Expenditure S4I Apts 24-46 even Goldstraw</b>	<b>£11,087.86</b>	<b>£10,093.00</b>
<b>S4L Apts 68-96 even Goldstraw</b>			
-	Insurance	3,146.96	-
184.17	Insurance - Terrorism	-	170.00
2,809.48	Insurance - Buildings	-	2,585.00
3,918.83	Electricity	1,019.60	1,200.00
1,005.48	Communal Area Cleaning	1,620.88	1,000.00
816.28	Grounds Maintenance	1,287.92	1,300.00
455.56	Fire Systems Maintenance	5,087.84	600.00
42.00	Door Entry Systems	-	200.00
396.00	TV Distribution System	-	200.00
834.11	General Maintenance	579.06	800.00
1,063.44	Plant & Machinery	1,481.70	-
7,644.22	Carpet Replacement	-	-
-	Health & Safety	187.03	-
2,617.08	Management Fees	2,592.00	2,592.00
21,786.65		17,002.99	10,647.00
2,800.00	Contribution to Reserves	2,800.00	2,800.00
<b>£24,586.65</b>	<b>Total Expenditure</b>	<b>£19,802.99</b>	<b>£13,447.00</b>
(7,644.22)	Contribution from Reserve	(5,425.63)	-
<b>£16,942.43</b>	<b>Net Expenditure S4L Apts 68-96 even Goldstraw</b>	<b>£14,377.36</b>	<b>£13,447.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

<b>S4P Apts 1-11 odd Rubys Walk</b>			
-	Insurance	983.32	-
36.46	Insurance - Terrorism	-	50.00
916.19	Insurance - Buildings	-	1,010.00
211.36	Electricity	213.47	250.00
377.57	Communal Area Cleaning	608.98	500.00
170.37	Grounds Maintenance	272.22	280.00
227.78	Fire Systems Maintenance	1,262.14	450.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	656.40	200.00
247.24	General Maintenance	1,613.50	250.00
189.01	Plant & Machinery	263.35	-
355.70	Redecorations	2,958.55	-
-	Health & Safety	93.52	-
1,046.04	Management Fees	1,036.00	1,036.00
3,777.72		9,961.45	4,126.00
1,400.00	Contribution to Reserves	1,400.00	1,400.00
<b>£5,177.72</b>	<b>Total Expenditure</b>	<b>£11,361.45</b>	<b>£5,526.00</b>
(355.70)	Contribution from Reserve	(5,831.81)	-
<b>£4,822.02</b>	<b>Net Expenditure S4P Apts 1-11 odd Rubys Walk</b>	<b>£5,529.64</b>	<b>£5,526.00</b>
<b>S4Q Apts 2-12 even Rubys Walk</b>			
-	Insurance	983.32	-
36.46	Insurance - Terrorism	-	50.00
916.20	Insurance - Buildings	-	1,015.00
703.34	Electricity	517.03	400.00
377.57	Communal Area Cleaning	608.98	500.00
170.37	Grounds Maintenance	272.22	280.00
227.78	Fire Systems Maintenance	1,214.40	250.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	-	100.00
247.24	General Maintenance	1,823.14	250.00
189.01	Plant & Machinery	263.35	-
355.70	Redecorations	2,958.55	-
-	Health & Safety	93.52	-
1,046.04	Management Fees	1,036.00	1,036.00
4,269.71		9,770.51	3,981.00
1,400.00	Contribution to Reserves	1,400.00	1,400.00
<b>£5,669.71</b>	<b>Total Expenditure</b>	<b>£11,170.51</b>	<b>£5,381.00</b>
(355.70)	Contribution from Reserve	(5,741.09)	-
<b>£5,314.01</b>	<b>Net Expenditure S4Q Apts 2-12 even Rubys Walk</b>	<b>£5,429.42</b>	<b>£5,381.00</b>

## Fernwood

### Income and Expenditure Account for the Year Ended 31 May 2020

<b>S4U Apts 100-116 Goldstraw/P4</b>			
-	Insurance	1,788.96	-
66.25	Insurance - Terrorism	-	75.00
644.65	Insurance - Engineering	719.50	-
1,664.39	Insurance - Buildings	-	1,425.00
281.11	Electricity	1,038.28	600.00
570.41	Communal Area Cleaning	916.19	750.00
175.77	Grounds Maintenance	281.45	300.00
227.78	Fire Systems Maintenance	3,109.36	500.00
-	Door Entry Systems	-	100.00
806.52	TV Distribution System	-	150.00
811.69	General Maintenance	408.16	450.00
345.15	Plant & Machinery	263.54	1,000.00
576.60	Redecorations	4,795.97	-
-	Health & Safety	93.52	-
1,746.00	Management Fees	1,729.00	1,729.00
7,916.32		15,143.94	7,079.00
1,800.00	Contribution to Reserves	1,800.00	1,800.00
<b>£9,716.32</b>	<b>Total Expenditure</b>	<b>£16,943.94</b>	<b>£8,879.00</b>
(576.60)	Contribution from Reserve	(7,780.17)	-
<b>£9,139.72</b>	<b>Net Expenditure S4U Apts 100-116 Goldstraw/P4</b>	<b>£9,163.77</b>	<b>£8,879.00</b>
<b>S4V Apts 12-22 even Johnsons</b>			
-	Insurance	1,732.42	-
101.65	Insurance - Terrorism	-	45.00
1,662.07	Insurance - Buildings	-	650.00
241.43	Electricity	219.99	300.00
379.58	Communal Area Cleaning	611.68	480.00
242.08	Grounds Maintenance	385.26	400.00
227.67	Fire Systems Maintenance	482.54	600.00
-	Door Entry Systems	-	100.00
-	TV Distribution System	-	200.00
247.51	General Maintenance	293.50	450.00
283.58	Plant & Machinery	395.12	-
-	Health & Safety	93.52	-
1,242.72	Management Fees	1,231.00	1,231.00
4,628.29		5,445.02	4,456.00
968.00	Contribution to Reserves	968.00	968.00
<b>£9,716.32</b>	<b>Total Expenditure</b>	<b>£6,413.02</b>	<b>£5,424.00</b>
(576.60)	Contribution from Reserve	(656.86)	-
<b>£5,596.29</b>	<b>Net Expenditure S4V Apts 12-22 even Johnsons</b>	<b>£5,756.16</b>	<b>£5,424.00</b>
<b>£329,321.92</b>	<b>Total Expenditure - all Schedules</b>	<b>£326,829.66</b>	<b>£321,677.00</b>
<b>(£136.02)</b>	<b>Surplus/(Deficit)</b>	<b>(£5,086.69)</b>	<b>-</b>

## Fernwood

### Balance Sheet as at 31 May 2020

2019		2020
19,513.50	Service Charge Debtors	7,942.27
45,131.23	Sundry Debtors and Prepayments	50,327.09
136.02	Deficit for the year to be recovered	5,086.69
<u>167,320.20</u>	Bank Balance	<u>69,878.59</u>
232,100.95		133,234.64
35,214.15	Service Charge Creditors	9,214.20
<u>42,999.23</u>	Creditors and accrued expenses	<u>8,066.81</u>
78,213.38		17,281.01
<u><b>£153,887.57</b></u>	<b>Net funds at 31 May 2020</b>	<u><b>£115,953.63</b></u>

Represented by :-

<u><b>£153,887.57</b></u>	<b>Reserve funds for longer term maintenance (Note 4)</b>	<u><b>£115,953.63</b></u>
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## Fernwood

### Notes to the Accounts for the year to 31 May 2020

#### 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	33,279.36	7,600.00	172.24	(9,700.70)	31,350.90
S2A Private Courtyard	38,710.73	7,800.00	200.38	(13,963.94)	32,747.17
S2B Private Courtyard	9,106.61	1,507.00	47.14	(1,483.93)	9,176.82
S2D Parking Court	2,408.18	512.00	12.47	(102.96)	2,829.69
S3A 9 11 17 19 25 27 Goldstraw	1,216.31	150.00	6.30	-	1,372.61
S3B 35 37 Goldstraw Lane	799.46	50.00	4.14	(560.57)	293.03
S3C 43-49 odd Goldstraw Lane	986.30	50.00	5.11	(903.13)	138.28
S3F 81 83 93 95 Dale Crescent	949.50	100.00	4.91	(965.42)	88.99
S3H 20 22 48 50 Goldstraw Lane	1,046.77	100.00	5.42	(965.42)	186.77
S3J 52 54 Goldstraw Lane	739.60	50.00	3.83	(482.71)	310.72
S3K 58-64 even Goldstraw Lane	855.30	50.00	4.43	(909.73)	-
S3V 75 77 Rubys Wk 9 Apple Ave	573.36	50.00	2.97	(389.28)	237.05
S3W 73 79 Rubys Wk 5 Apple Ave	580.07	50.00	3.00	(389.28)	243.79
S3X 134 136 Goldstraw 12 Apple	476.43	50.00	2.47	(389.28)	139.62
S3Y 128 130 Goldstraw Lane	386.56	50.00	2.00	(438.56)	-
S3Z 28 Pond Cl 109 Goldstraw	598.91	50.00	3.10	(482.71)	169.30
S3ZA 3 4 6 Parsons Close	589.65	50.00	3.05	(482.71)	159.99
S3ZB 5 7 12 14 Parsons Close	788.51	50.00	4.08	(482.71)	359.88
S3ZC 31 35 37 Pach Way	501.46	50.00	2.60	(420.43)	133.63
S3ZD 176 188 192 194 Goldstraw	599.31	50.00	3.10	(482.71)	169.70
S3ZE 26 28 Rubys Walk	588.95	50.00	3.05	(420.43)	221.57
S3ZF 4b 6 Pach Way	377.17	50.00	1.95	(420.43)	8.69
S4D Apts 1-11 15-31 odd Youngs	5,563.81	2,800.00	28.80	(6,746.00)	1,646.61
S4E Apts 33-43 odd Youngs	-	1,200.00	-	(1,051.72)	148.28
S4I Apts 24-46 even Goldstraw	9,402.42	2,500.00	48.67	(4,047.19)	7,903.90
S4L Apts 68-96 even Goldstraw	4,478.12	2,800.00	23.18	(5,425.63)	1,875.67
S4P Apts 1-11 odd Rubys Walk	12,769.70	1,400.00	66.10	(5,831.81)	8,403.99
S4Q Apts 2-12 even Rubys Walk	12,437.20	1,400.00	64.38	(5,741.09)	8,160.49
S4U Apts 100-116 Goldstraw/P4	9,500.72	1,800.00	49.18	(7,780.17)	3,569.73
S4V Apts 12-22 even Johnsons	3,577.10	968.00	18.52	(656.86)	3,906.76
<b>£ 153,887.57</b>	<b>33,387.00</b>	<b>796.57</b>	<b>(72,117.51)</b>	<b>115,953.63</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 2020**

#### **5. 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.

#### **6. 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  
Project Management Fee  
Monitoring Service  
Accounts Preparation Fees  
Insurance