

MINSTER COURT (Bracebridge Heath) LIMITED

Company No: 03633446

**Report of the Directors and Financial Statements
for the year ended 31st March 2005**

CHARTERED ACCOUNTANTS



**Saul Fairholm & Co
Chartered Accountants
12 Tentercroft Street
Lincoln
LN5 7DB**

MINSTER COURT (Bracebridge Heath) LIMITED

Financial Accounts for the year ended 31st March 2005

CONTENTS

- 1 - 2. Report of the Directors
- 3 - 4. Report of the Auditors
- 5. Income and Expenditure Account
- 6. Balance Sheet
- 7 - 9. Notes to the Accounts
- 10. Operating Account
- 11. Catering Account
- 12. Laundry Account

NOTE: Pages 10-12 do not form part of the statutory accounts.

MINSTER COURT (Bracebridge Heath) LIMITED

Report of the Directors for the year ended 31st March 2005

The Directors present their report with the financial statements of the Company for the year ended 31st March 2005.

Principal Activity

The principal activity of the Company in the year under review was that of management and supply of services to the owners of leasehold properties situated at Minster Court, Bracebridge Heath, Lincoln.

Directors

The Directors during the year under review and their interests in the issued share capital of the Company were as follows:-

	<u>Ordinary Shares of £1 each</u>	
	<u>At 31st March 2005</u>	<u>At 31st March 2004</u>
R Jones (Resigned 15 th April 2005)	1	1
W A Norris	1	1
P Wilks	1	1
F D Jack (Resigned 28 th September 2004)	1	1
A R S George	1	1
P G Miles (Resigned 26 th June 2004)	-	-
D I Fothergill (Appointed 28 th September 2004)	1	1
		(at appointment)

Directors Responsibilities

Company law requires the Directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Company and of the surplus or deficit of the Company for that year. In preparing those accounts the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

MINSTER COURT (Bracebridge Heath) LIMITED

Report of the Directors for the year ended 31st March 2005 (Cont'd)

Auditors

The auditors, Messrs Saul Fairholm & Co, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

The above report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

By Order of the Board



.....
for Retirement Security Ltd (secretary)
Ms S James

Approved on 21st June 2005

INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF
MINSTER COURT (Bracebridge Heath) LIMITED

We have audited the financial statements of for the year ended 31st March 2005 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

The directors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the Company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the Company is not disclosed.

We read other information contained in the Annual Report, and consider whether it is consistent with the audited financial statements. This other information comprises only the Directors' Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

BASIS OF AUDIT OPINION

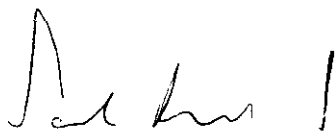
We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF
MINSTER COURT (Bracebridge Heath) LIMITED (CONT'D)

OPINION

In our opinion the financial statements give a true and fair view of the state of the Company's affairs as at 31st March 2005 and of its result for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.



Saul Fairholm & Co
Chartered Accountants and Registered Auditors
12 Tentercroft Street
Lincoln, UK

21st June 2005

MINSTER COURT (Bracebridge Heath) LIMITED**Income and Expenditure Account for the year ended 31st March 2005**

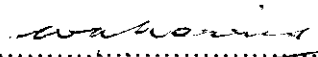
	<u>Notes</u>	<u>2005</u> £	<u>2004</u> £
TURNOVER	1(b)	253192	244840
Administrative Expenses		256729	247930
OPERATING DEFICIT	3	(3537)	(3090)
Interest Receivable	4	3537	3090
SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION		-	-
Taxation	5	-	-
SURPLUS FOR THE FINANCIAL YEAR AFTER TAXATION		-	-

MINSTER COURT (Bracebridge Heath) LIMITED**Balance Sheet as at 31st March 2005**

	<u>Notes</u>	<u>2005</u> £	<u>2004</u> £
CURRENT ASSETS			
Stocks	6	2102	1737
Investments	7	-	-
Debtors	8	7575	7513
Cash at Bank and in Hand		140328	133717
		150005	142967
CREDITORS: Amounts falling due within one year	9	23017	41535
		126988	101432
NET CURRENT ASSETS			
CREDITORS: Amounts falling due after more than one year	10	126934	101378
		54	54
TOTAL ASSETS LESS CURRENT LIABILITIES			
		54	54
TOTAL NET ASSETS			
		54	54
CAPITAL AND RESERVES			
Called Up Share Capital	11	54	54
		54	54

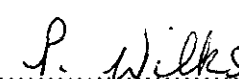
The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

APPROVED BY THE BOARD AND SIGNED ON THEIR BEHALF:-



 W A Norris - Director

Approved on 21st June 2005



 P Wilks - Director

MINSTER COURT (Bracebridge Heath) LIMITED**Notes to the Accounts for the year ended 31st March 2005****1. ACCOUNTING POLICIES****a. Accounting Convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

b. Turnover

Turnover represents the amount receivable by the Company in the ordinary course of its activities for services provided or goods supplied to the owners and their guests.

c. Stocks of Provisions

Stock is valued at the lower of cost and net realisable value.

d. Pension Scheme

The Company operates a contributory pension scheme covering some of its staff. The Company's contributions are charged against income in the year in which contributions are made.

e. Trade Investments

Trade investments are stated at historic cost.

2. STAFF COSTS

	<u>2005</u> £	<u>2004</u> £
Wages and Salaries	143164	130910
Social Security Costs	7138	6250
Pension	1350	1452
	151652	138612
Directors Emoluments	-	-
	<u>Number</u>	<u>Number</u>
The average monthly number of employees during the year was as follows:-		
Manager	1	1
Housekeepers	5	5
Housekeeping Assistants	10	14
Cooks	2	3
Handyman	2	2
	20	25

MINSTER COURT (Bracebridge Heath) LIMITED**Notes to the Accounts for the year ended 31st March 2005****3. OPERATING DEFICIT**

	<u>2005</u>	<u>2004</u>
	£	£
The operating deficit is stated after charging:-		
Auditors' Remuneration	904	895

4. INTEREST RECEIVABLE

	<u>2005</u>	<u>2004</u>
	£	£
Bank Interest	3537	3090

5. TAXATION

	<u>2005</u>	<u>2004</u>
	£	£
Current Tax:		
UK Corporation Tax	-	-

6. STOCKS

	<u>2005</u>	<u>2004</u>
	£	£
Provisions	2102	1737

7. INVESTMENTS

The Company holds 250 10p ordinary shares in Retirement Security Limited. The shares were transferred to the Company in October 2001 as a gift at no cost.

8. DEBTORS

	<u>2005</u>	<u>2004</u>
	£	£
Trade Debtors	5664	5522
Other Debtors and Prepayments	1911	1991
	<u>7575</u>	<u>7513</u>

MINSTER COURT (Bracebridge Heath) LIMITED**Notes to the Accounts for the year ended 31st March 2005****9. CREDITORS - Amounts falling due within one year**

	<u>2005</u>	<u>2004</u>
	£	£
Trade Creditors	4608	22855
Other Taxation and Social Security	-	253
Other Creditors and Accruals	18409	18427
	<u>23017</u>	<u>41535</u>

10. CREDITORS - Amounts falling due after more than one year

	<u>2005</u>	<u>2004</u>
	£	£
Fund for future maintenance:		
At 1 st April 2004	101378	90209
Tenants Expenditure in Year	(24412)	(17314)
Advance Funds Received in the Year	33828	28483
Release of Voids Provision	16140	-
	<u>126934</u>	<u>101378</u>
At 31 st March 2005		

The fund for future maintenance represents advance payments received from the occupiers of the leasehold properties situated at Minster Court, Bracebridge Heath, Lincoln. The money held in this fund on behalf of the occupiers is to be used to meet the future maintenance expenditure of Minster Court.

11. CALLED UP SHARE CAPITAL

	<u>2005</u>	<u>2004</u>
	£	£
<u>Authorised</u>		
100 Ordinary shares of £1 each	100	100
	<u> </u>	<u> </u>
<u>Allotted and Called-Up</u>		
54 Ordinary shares of £1 each	54	54
	<u> </u>	<u> </u>

MINSTER COURT (Bracebridge Heath) LIMITED**Operating Account for the year ended 31st March 2005**

<u>INCOME</u>	<u>2005</u> £	<u>2004</u> £
Service Charges		
- Owners	201632	196117
- Voids	-	-
Guest Room	3013	2431
Interest Received	3537	3090
Return on Investments	15	15
Other Income	1226	775
	209423	202428
<u>EXPENDITURE</u>		
Salary and Expenses		
- Manager	17402	15897
Salaries		
- Housekeepers	57796	53943
- Housekeepers Assistants	31056	33478
Electricity	2908	3178
Gas	204	224
Water	480	480
Lift Maintenance	1079	928
Alarm Call System	2297	2229
Fire Alarm System	327	197
Gardening and Grounds	10346	12151
Sundry Repairs and Equipment	16968	14978
Cleaning/Household	1286	1450
Window Cleaning	2000	1600
Insurance	4988	4616
Telephone	999	1257
Office Expenses	3059	2205
Audit Fee	904	895
Accountancy	3178	3418
Management Fee	21831	23082
	179108	176206
EXCESS INCOME OVER EXPENDITURE	30315	26222
CONTRIBUTION TO FUND FOR FUTURE MAINTENANCE	30315	26222
OPERATING RESULT	-	-

MINSTER COURT (Bracebridge Heath) LIMITED**Catering Account for the year ended 31st March 2005**

<u>INCOME</u>	<u>2005</u> £	<u>2004</u> £
Lunches	37636	35036
Meals for Housekeepers	3840	3519
Teas and Coffees	30	75
Other	2869	3577
	<u>44375</u>	<u>42207</u>
<u>EXPENDITURE</u>		
Cooks Wages	10664	9947
Food Purchases	20357	21135
Electricity	472	517
Gas	431	523
Dishwasher and Cleaning Materials	712	466
Repairs to Kitchen Equipment	1142	1174
Waitress, Washer-Up Wages	7953	6726
	<u>41731</u>	<u>40488</u>
Contributions to Fund for Future Maintenance	<u>2644</u>	<u>1719</u>

MINSTER COURT (Bracebridge Heath) LIMITED**Laundry Account for the year ended 31st March 2005**

<u>INCOME</u>	<u>2005</u> £	<u>2004</u> £
Receipts	2931	3295
<u>EXPENDITURE</u>		
Electricity	255	279
Cleaning Powders etc	90	196
Housewash	1705	2203
Repairs to Equipment	12	75
	2062	2753
Contributions to Fund for Future Maintenance	869	542