

**ST. GEORGE'S FIELDS  
SERVICE CHARGE STATEMENTS**

**FOR THE YEAR ENDED**

**31st DECEMBER 2023**

**ST. GEORGE'S FIELDS  
SERVICE CHARGE STATEMENTS**

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**INDEPENDENT ACCOUNTANT'S REPORT TO THE LANDLORD  
OF ST. GEORGE'S FIELDS**

**YEAR ENDED 31st DECEMBER 2023**

In accordance with our engagement letter, we have examined the service charge statement of account set out on pages 2 to 5 in respect of St. George's Fields for the year ended 31st December 2023 together with the books and records in so far as they relate to St. George's Fields.

This report is made to the Landlord for issue with the service charge statement in accordance with Section 21 of the Landlord and Tenant Act 1985. 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.

Under the terms of this engagement, we are not required to, and did not, form any opinion as to either the reasonableness of the costs included within the service charge statement or the standard of the services or works provided.

**Respective responsibilities of the landlord and independent accountant**

Under the Landlord and Tenant Act 1985, the Landlord is responsible for the preparation of this service charge statement in respect of the costs in respect of St. George's Fields. It is our responsibility to form an independent opinion, based on our examination, on the service charge statement and to report our opinion exclusively to the Landlord.

**Basis of opinion**

We planned and performed our examination so as to obtain all the information and explanations that we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the service charge statement is a fair summary of the costs relating to St. George's Fields and is sufficiently supported by accounts, receipts and other documents which have been made available to us. In view of the purpose for which this service charge statement has been prepared, however, we did not evaluate the overall adequacy of the presentation of the information which would have been required if we were to express an audit opinion under International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board.

We certify that:-

- (a) In our opinion the service charge statement is a fair summary complying with the requirements of Section 21(5) of the Landlord and Tenant Act 1985.
- (b) The summary is sufficiently supported by accounts, receipts and other documents which have been produced to us.

*Simpson Wreford & Partners*

Simpson Wreford & Partners  
Registered Auditor  
Suffolk House  
George Street  
Croydon CRO 0YN

Date - 8<sup>th</sup> May 2024

**ST. GEORGE'S FIELDS  
DETAILED SERVICE CHARGE ACCOUNT**

**FOR THE YEAR ENDED 31st DECEMBER 2023**

	(a)	(b)	(c)	(d)	(e)	(f)		Total 2023	Budget 2023	Total 2022
	£	£	£	£	£	£	£	£	£	£
<b>SERVICE CHARGE OUTGOINGS</b>										
<b>Lift costs</b>										
Maintenance contract	-	(2,113)	9,867	-	1,573	-	9,327			
Repairs	-	-	5,789	-	-	-	5,789			
Insurance	-	-	2,936	-	-	-	2,936			
Telephone	-	(60)	853	-	-	60	853			
								18,905	19,000	14,078
<b>Garden expenses</b>										
Maintenance contracts	-	(17,700)	110,067	-	351	22,380	115,098			
New planting	-	-	2,337	-	-	-	2,337			
Tree and hedge maintenance	-	-	12,636	-	-	-	12,636			
Fish ponds	-	-	2,657	-	-	225	2,882			
Other gardening costs	-	(156)	3,329	-	-	801	3,974			
								136,927	113,000	119,446
<b>Cleaning</b>										
Wages and employment costs	-	-	98,351	-	-	-	98,351			
Contractors	-	-	2,843	-	-	-	2,843			
Consumables	2,933	(355)	6,398	-	-	-	8,976			
Equipment	-	(1,290)	6,746	-	-	1,265	6,721			
Waste disposal costs	-	-	4,695	-	-	-	4,695			
								121,586	123,000	114,244
<b>Decorating</b>										
Wages and employment costs	-	-	34,385	-	-	-	34,385			
Paint and supplies	-	-	4,271	-	-	-	4,271			
PPE & laundry	-	-	549	-	-	-	549			
								39,205	59,000	34,615
<b>Security</b>										
Gate maintenance	-	-	3,890	(1,022)	-	345	3,213			
General security	-	-	5,806	(4,752)	5,184	-	6,238			
CCTV	-	-	1,318	-	-	-	1,318			
								10,769	15,000	5,092
<b>Legal and professional</b>										
Surveyors' and related fees	-	(3,336)	21,089	-	36	6,180	23,969			
Legal and professional fees	358	-	14,064	(6,794)	-	-	7,628			
Independent accountant's fee	-	(4,850)	5,040	-	-	5,080	5,270			
								36,867	30,000	28,805
<b>Electrical and lighting</b>										
Electricity	-	(3,303)	55,364	-	(495)	6,676	58,242			
Testing repairs and renewals	-	(2,688)	4,111	-	-	-	1,423			
New lighting	-	-	12,484	-	-	-	12,484			
								72,149	93,000	55,710
<b>Repairs and renewals</b>										
General repair costs	-	(6,830)	16,042	-	3,735	474	13,421			
Drainage	-	-	9,077	-	-	221	9,298			
Balcony repairs	-	-	24,077	-	-	283	24,360			
Roof repairs and unexpected costs	-	-	46,074	-	-	1,390	47,464			
Structural work	-	-	4,269	-	-	-	4,269			
Roadways	-	-	9,642	-	-	-	9,642			
TV aerial maintenance	2,674	-	4,212	(2,808)	-	-	4,078			
Fire protection system costs	-	(885)	10,551	-	-	204	9,870			
								122,402	107,000	87,796
<b>Bank</b>										
Bank charges	-	-	520	-	-	-	520		2,500	370
<b>Carry forward total</b>	<b>5,965</b>	<b>(43,566)</b>	<b>556,339</b>	<b>(15,376)</b>	<b>10,384</b>	<b>45,584</b>		<b>559,330</b>	<b>561,500</b>	<b>460,156</b>

**ST. GEORGE'S FIELDS  
DETAILED SERVICE CHARGE ACCOUNT**

**FOR THE YEAR ENDED 31st DECEMBER 2023 - continued**

	(a)	(b)	(c)	(d)	(e)	(f)	Total 2023	Budget 2023	Total 2022
	£	£	£	£	£	£	£	£	£
<b>Brought forward total</b>	<b>5,965</b>	<b>(43,566)</b>	<b>556,339</b>	<b>(15,376)</b>	<b>10,384</b>	<b>45,584</b>	<b>559,330</b>	<b>561,500</b>	<b>460,156</b>
<b>Insurance</b>									
Buildings	100,182	-	33,403	(111,169)	100,000	-	122,416		
Terrorism	37,344	-	43,642	(38,814)	-	-	42,172		
							164,588	166,000	151,703
<b>Office and administration</b>									
Salaries and employment costs	6,548	(1,278)	126,021	(16,745)	2,782	115	117,443		
Rates	-	-	302	-	-	-	302		
Telephone	-	(200)	2,506	-	-	200	2,506		
Stationery and postage	-	-	1,721	-	-	-	1,721		
Computer expenses	-	-	7,640	-	4,548	-	12,188		
Sundries	-	-	4,989	-	-	-	4,989		
							139,149	134,000	128,816
<b>Total</b>	<b>150,039</b>	<b>(45,044)</b>	<b>776,563</b>	<b>(182,104)</b>	<b>117,714</b>	<b>45,899</b>	<b>863,067</b>	<b>861,500</b>	<b>740,675</b>
<b>SERVICE CHARGES RAISED FOR YEAR</b>							1,036,044	1,036,500	982,499
Interest receivable net of taxation							3,366	-	152
							1,039,410	1,036,500	982,651
Transfer to St. George's Fields Reserve Fund							176,343	175,000	241,976

**RESERVE ACCOUNT EXPENDITURE**

**FOR THE YEAR ENDED 31st DECEMBER 2023**

**RESERVE ACCOUNT OUTGOINGS**

Major works - Contractors	-	(48,044)	340,008	-	-	-	291,964		
Major works - Fees	-	-	44,764	-	-	-	44,764		
	-	(48,044)	384,772	-	-	-	336,728	-	254,574

The major works carried out in the year were various cyclical concrete repairs, the rejuvenation of Archery Steps tunnels with final payments made towards Kendal Steps tunnel rejuvenations and the sundry repairs/external decorations to West Rise and the connecting walkway bridges at this building.

**ST. GEORGE'S FIELDS  
DETAILED SERVICE CHARGE ACCOUNT  
FOR THE YEAR ENDED 31st DECEMBER 2023 - continued**

**NOTES****1. Analysis of Expenditure**

Total expenditure shown in the service charge account has been analysed as follows:

Column (a) are those costs paid in the previous year but relating to this period.

b/f prepayments

Column (b) are those costs paid in this year but relating to the previous year.

b/f accruals and provisions

Column (c) are those costs incurred which have been demanded and paid within the year.

Column (d) are those costs paid in the year, but relating to the next period.

c/f prepayments

Column (e) are those costs incurred where a demand for payment from the supplier of services etc. has been received by the Landlord within the year, but remained unpaid at the year end.

c/f accruals

Column (f) are those costs incurred where no demand for payment from the suppliers of services etc. has been received by the Landlord within the year.

c/f accruals

2. The service charge money is held in accounts with Barclays Bank plc in a treasury deposit account, a current account and a reserve account, all of which are designated as held in trust for lease holders in accordance with section 42 of the Landlord & Tenants Act 1987.

## ST. GEORGE'S FIELDS

## SERVICE CHARGE TRUST FUND BALANCE SHEET AT 31st DECEMBER 2023

	2023		2022	
	£	£	£	£
<b>CURRENT ASSETS</b>				
Service charges recoverable	15,450		24,297	
Other debtors	7,702		7,150	
Prepayments	182,104		150,039	
Cash at bank and in hand	669,615		715,591	
	<u>874,871</u>		<u>897,077</u>	
<b>CREDITORS:</b>				
Service charges received in advance	35,176		28,482	
Taxation and social security	10,547		9,613	
Other creditors	60,026		-	
Accruals	163,613		93,088	
	<u>269,362</u>		<u>131,183</u>	
<b>NET CURRENT ASSETS</b>		<u>605,509</u>		<u>765,894</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>605,509</u>		<u>765,894</u>
<b>RESERVES</b>				
Balance brought forward		765,894		778,492
Added in year	1,039,410		982,651	
Service charge expenditure in year	<u>(863,067)</u>		<u>(740,675)</u>	
		<u>176,343</u>		<u>241,976</u>
		942,237		1,020,468
Reserve account expenditure in year		<u>(336,728)</u>		<u>(254,574)</u>
Balance carried forward		<u>605,509</u>		<u>765,894</u>

**ST. GEORGE'S FIELDS  
SERVICE CHARGE ACCOUNT**

**FOR THE YEAR ENDED 31st DECEMBER 2023**

	2023		2022	
	£	£	£	£
<b>SERVICE CHARGE INCOME</b>				
Service charges receivable		1,036,044		982,499
Interest receivable - net of trust tax		<u>3,366</u>		<u>152</u>
		1,039,410		982,651
 <b>SERVICE CHARGE OUTGOINGS</b>				
<b>Lift costs</b>				
Maintenance contract	9,327		8,883	
Repairs	5,789		1,662	
Insurance	2,936		2,783	
Telephone	<u>853</u>		<u>750</u>	
		18,905		14,078
 <b>Garden expenses</b>				
Maintenance contracts	115,098		88,143	
New planting	2,337		3,870	
Tree and hedge maintenance	12,636		17,500	
Fish ponds	2,882		1,584	
Other gardening costs	<u>3,974</u>		<u>8,349</u>	
		136,927		119,446
 <b>Cleaning</b>				
Wages and employment costs	98,351		91,070	
Contractors	2,843		2,891	
Consumables	8,976		9,957	
Equipment	6,721		5,960	
Waste disposal costs	<u>4,695</u>		<u>4,366</u>	
		121,586		114,244
 <b>Decorating</b>				
Wages and employment costs	34,385		28,755	
Paint and supplies	4,271		5,098	
PPE & laundry	<u>549</u>		<u>762</u>	
		39,205		34,615
 <b>Security</b>				
Gate maintenance	3,213		5,024	
General security	6,238		68	
CCTV	<u>1,318</u>		<u>-</u>	
		10,769		5,092
 <b>Insurance</b>				
Buildings	122,416		105,200	
Terrorism	<u>42,172</u>		<u>46,503</u>	
		164,588		151,703
 <b>Sub-total expenditure</b>		491,980		439,178



**ST. GEORGE'S FIELDS  
SERVICE CHARGE ACCOUNT**

**FOR THE YEAR ENDED 31st DECEMBER 2023 - continued**

	2023		2022	
	£	£	£	£
Total expenditure from previous page		491,980		439,178
Legal and professional				
Surveyors' and related fees	23,969		13,643	
Legal and other professional fees	7,628		10,332	
Independent accountant's fee	<u>5,270</u>		<u>4,830</u>	
		36,867		28,805
Bank				
Bank charges		520		370
Electrical and lighting				
Electricity	58,242		46,807	
Testing, repairs and renewals	1,423		6,573	
New lighting	<u>12,484</u>		<u>2,330</u>	
		72,149		55,710
Repairs and renewals				
General repair costs	13,421		13,922	
Drainage	9,298		3,596	
Balcony works	24,360		15,171	
Roof repairs	47,464		28,515	
Structural	4,269		16,570	
Roadways	9,642		1,908	
TV aerial maintenance	4,078		3,934	
Fire protection system costs	<u>9,870</u>		<u>4,180</u>	
		122,402		87,796
Office and administration				
Salaries and employment costs	117,443		115,411	
Rates	302		230	
Telephone	2,506		3,001	
Stationery and postage	1,721		1,953	
Sundry expenses	4,989		3,413	
Computer expenses	<u>12,188</u>		<u>4,808</u>	
		139,149		128,816
Total service and management costs		<u>863,067</u>		<u>740,675</u>
Transfer to St. George's Fields Reserve Fund		<u>176,343</u>		<u>241,976</u>
Major works	<u>336,728</u>		<u>254,574</u>	
		<u>336,728</u>		<u>254,574</u>