

**STATEMENT OF SERVICE CHARGE INCOME & EXPENDITURE**

**FOR THE PERIOD ENDED 31 DECEMBER 2021**

**FOR**

**BRP T1, BIRMINGHAM**

**BRP T1, BIRMINGHAM**  
**SERVICE CHARGE ACCOUNTS**  
**31 DECEMBER 2021**

---

**CONTENTS PAGE**

	<b>PAGE NUMBER</b>
<b>ACCOUNTANTS REPORT</b>	<b>1</b>
<b>INCOME AND EXPENDITURE</b>	<b>2</b>
<b>BALANCE SHEET</b>	<b>3</b>
<b>NOTES</b>	<b>4</b>

**BRP T1, BIRMINGHAM**  
**ACCOUNTANTS' REPORT**  
**FOR THE PERIOD ENDED 31 DECEMBER 2021**

---

**ACCOUNTANTS' REPORT OF FACTUAL FINDINGS TO THE LANDLORD OF BRP T1, BIRMINGHAM**

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 BRP T1, Birmingham. In accordance with our engagement Letter dated 16 May 2019, we have performed the procedures agreed with you and enumerated below with respect to the service charge accounts set out on pages 2 to 4 in respect of the period ended 31 December 2021 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 for this report.

**Basis of report**

Our work was carried out having regard to TECH 03/11 Residential Service Charge Accounts published jointly by the professional accountancy 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;
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 2 of the service charge accounts agreed or reconciled to the bank statements for the account in which the funds are held.

Because the above procedures do not constitute either an audit or a review made 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.

Had we performed additional procedures or had we performed an audit or review of the financial statements in accordance with International Standards on Auditing (UK and Ireland) or International Standards on Review Engagements, other matters might have come to our attention that would have been reported to you.

**Report of factual findings:**

- a) With respect to item 1 we found the figures in the statements 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 2 of the service charge accounts agrees or reconciles to the bank statements for the account in which the funds are held.

*Crowe U.K. LLP*

Crowe U.K. LLP  
Chartered Accounts  
Black Country House  
Rounds Green Road  
West Midlands  
B69 2DG

Date: 3 August 2022 .....

**BRP T1, BIRMINGHAM**

**INCOME AND EXPENDITURE  
FOR THE PERIOD ENDED 31 DECEMBER 2021**

	2021 £	2020 £
<b>Income relating to the period</b>		
Service charges	295,697	293,378
Gross interest	14	108
Total income receivable	<u>295,711</u>	<u>293,486</u>
<b>Expenditure relating to the period</b>		
Cleaning	16,018	13,950
Window cleaning	15,744	11,250
IT Support	6,685	6,410
Electricity	31,502	18,494
Water	5,500	5,500
Lift	9,855	13,703
Landscaping	2,520	2,272
Floral displays	6,174	6,102
M&E Repairs & Maintenance	26,191	23,586
Common area repairs	13,917	2,825
Professional fees	-	2,204
Management fee	23,920	23,000
Accountancy fee	2,598	2,526
Insurance	31,665	30,262
Pest control	893	1,548
Telephones	274	-
Water treatment	2,059	2,726
Health and safety	1,686	5,039
Security	1,218	4,266
Caretaker	68,400	71,397
Site management	4,721	-
Sinking fund	19,000	11,000
Total expenditure	<u>290,540</u>	<u>258,060</u>
Excess (deficit) funds	<u>5,171</u>	<u>35,426</u>
Amounts due to tenants	5,171	36,798
Amounts due from landlord	-	(1,372)
	<u>5,171</u>	<u>35,426</u>

**BRP T1, BIRMINGHAM**  
**BALANCE SHEET**  
**FOR THE PERIOD ENDED 31 DECEMBER 2021**

	Notes	2021 £	2020 £
<b>Assets</b>			
Cash at bank	2	164,920	102,440
Trade debtors		60,080	15,998
Other debtors		1,260	5,761
Prepayments		24,358	27,994
Amounts due from landlord		1,372	14,393
		<u>251,990</u>	<u>166,586</u>
<b>Liabilities</b>			
Trade creditors		28,249	49,909
Other creditors		2,189	4,608
Accruals		22,927	16,719
Service charge in advance		149,912	34,011
Amounts owed to tenants		5,213	36,839
		<u>208,490</u>	<u>142,086</u>
<b>Net assets</b>		<u>43,500</u>	<u>24,500</u>
<b>Reserves:</b>			
General reserves	3	43,500	24,500
Balance as at 31 December 2021		<u>43,500</u>	<u>24,500</u>

The statement of account was approved by Nicola Fagan for the managing agent on 31/12/21 and signed on behalf of the managing agent by

Nicola Fagan

**BRP T1, BIRMINGHAM**

**NOTES TO THE STATEMENT OF SERVICE CHARGE INCOME & EXPENDITURE  
FOR THE PERIOD ENDED 31 DECEMBER 2021**

---

**1. Accounting policies**

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

**2. Bank account**

Service charge money was held in trust at Barclays Bank under the title Birmingham Resi designated client account.

**3. Reserve funds**

The general reserve has been established to meet the cost of large, non-regular repair and maintenance work.

**4. Managing agent annual declaration**

The following fees have been levied by the managing agent in relation to the period ended 31 December 2021.

**Professional fees**  
Agents fees

£

23,920