

**Unaudited Service Charge Accounts**  
**For the Year Ended 31 December 2024**  
**for**  
**Netherne Management Limited, Netherne on the Hill**

Netherne Management Limited, Netherne on the Hill

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For the Year Ended 31 December 2024

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Netherne Management Limited, Netherne on the Hill

Service Charge Fund Information  
For the Year Ended 31 December 2024

<b>MANAGING AGENTS AND COMPANY SECRETARY</b>	Stiles Harold Williams (SHW) Lees House, Dyke Road Brighton East Sussex BN1 3FE	
<b>RELEVANT COMPANY</b>	Netherne Management Limited (NML) c/o Stiles Harold Williams Lees House, 21 - 33 Dyke Road Brighton East Sussex BN1 3FE	
<b>COMPANY NUMBER</b>	04026814	
<b>DIRECTORS</b>	SP Buczek, RH Shah, LG Sheldon, LP Ronan, J Stokoe, CM Ellis, LP Ronan (resigned 17 March 2025), LH Goldhawk (appointed 18 March 2025)	
<b>BANKERS</b>	SHW Client Account Barclays Bank 139-142 North Street Brighton East Sussex BN1 1RU	Bath Building Society 15 Queen Square Bath Somerset BA1 2HN
	Shawbrook Bank Lutea House The Drive Warley Hill Business Park Brentwood Essex CM13 3BE	Aldermore Bank 1 <sup>st</sup> Floor, Block B Western House Lynch Wood Peterborough PE2 6FZ
<b>ACCOUNTANTS</b>	Richard Place Dobson Services Limited 1 – 7 Station Road Crawley West Sussex RH10 1HT	

Netherne Management Limited, Netherne on the Hill

Accountant's Report of Factual Findings to the Managing Agent of  
Netherne Management Limited, Netherne on the Hill

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 Netherne Management Limited, Netherne on the Hill. In accordance with our engagement letter dated 11 June 2015, we have performed the procedures agreed with you and enumerated below with respect to the service charge accounts set out on pages 5 to 14 in respect of Netherne Management Limited, Netherne on the Hill for the year ended 31 December 2024 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 or 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 9 of the service charge accounts agreed or reconciled to the bank statements for the accounts 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.

Netherne Management Limited, Netherne on the Hill

Accountant's Report of Factual Findings to the Managing Agent of  
Netherne Management Limited, Netherne on the Hill (contd)

**Report of factual findings**

- (a) With respect to item 1, we found the figures in the statement 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 9 of the service charge accounts, reconciles to the bank statement for the accounts in which the funds are held.

Signed: . 

Date: 25 November 2025

Richard Place Dobson Services Limited  
1 – 7 Station Road  
Crawley  
West Sussex  
RH10 1HT

Netherne Management Limited, Netherne on the Hill  
Income and Expenditure Statement (For the Year Ended 31 December 2024)

	Notes	2024 (£)	2023 (£)	2022 (£)
<b>INCOME</b>				
Service charges raised		509,950.73	489,018.37	427,238.00
Service charge rebates		0.00	0.00	0.00
Total income receivable		509,950.73	489,018.37	427,238.00
<b>EXPENDITURE</b>				
Repairs & Maintenance		256,358.14	251,789.26	207,420.85
Utilities		89,482.88	94,774.37	82,091.17
Professional and management fees	3	66,442.76	65,487.00	65,703.00
Insurances		32,151.87	35,301.81	35,498.12
Staff costs		66,839.27	63,465.58	60,637.06
Sundry expenses		10,346.82	10,527.86	12,330.34
Total expenditure		521,621.74	521,345.88	463,680.54
<b>(DEFICIT) / SURPLUS FOR THE PERIOD</b>	6	<b>(11,671.01)</b>	<b>(32,327.51)</b>	<b>(36,442.54)</b>

The notes form part of these service charge accounts.

A detailed breakdown of the above Income and Expenditure Statement, split between the Estate, the Village Hall and St Luke's Leisure Centre, is shown on the following pages.

	2024 (£)	2023 (£)	2022 (£)
<b>OTHER INCOME</b>			
Monies relating to exit fees	29,587.50	22,178.75	22,338.75
Annual estate rent charges	11,075.00	11,075.00	11,075.00
Bank and Building Society interest	21,165.07	17,446.14	5,677.35
Telephone mast income	7,900.00	8,958.47	8,958.47
Village hall, pavilion and pool hire	22,255.21	18,381.97	18,054.46
Leisure Centre memberships	30,459.50	23,105.00	17,542.00
Service charges demanded over budget	0.00	0.00	172.01
<b>OTHER EXPENDITURE</b>			
Bad debt write off / recognition	0.00	0.00	0.00
Estate / Village hall / St Lukes major works	(15,431.10)	0.00	(12,376.00)
<b>NET OTHER INCOME (EXPENDITURE)</b>	<b>107,011.18</b>	<b>101,145.33</b>	<b>71,442.04</b>

Netherne Management Limited, Netherne on the Hill

Notes to the Income and Expenditure Statement  
Detailed Breakdown for the Estate (for the year ended 31 December 2024)

	Notes	2024 (£)	2023 (£)	2022 (£)
<b>INCOME</b>				
Service charges raised		188,643.00	182,599.00	188,481.00
Service charge rebates		0.00	0.00	0.00
Total income receivable		<u>188,643.00</u>	<u>182,599.00</u>	<u>188,481.00</u>
<b>EXPENDITURE</b>				
<b>Repairs &amp; Maintenance</b>				
Cleaning		2,308.48	2,132.75	2,349.43
Fire alarm system & extinguishers		902.40	338.40	180.00
Electrical repairs & testing		868.16	263.18	282.00
General repairs and maintenance		8,592.28	3,061.81	5,225.39
Grounds equipment repairs		2,153.97	3,731.15	810.76
Intruder alarm & Redcare connection		926.40	698.40	790.80
Landscape maintenance		8,773.10	13,742.40	7,050.00
Mower fuel		1,826.89	1,552.10	1,858.10
Mower lease		10,016.64	10,079.79	10,016.63
Play area equipment		2,697.73	279.20	4,299.88
Sanitary Services		928.16	722.58	860.58
<b>Utilities</b>				
Electricity		458.70	1,241.51	890.06
<b>Professional fees</b>				
Accountancy fee		2,290.00	2,100.00	2,100.00
Management fees	3	62,785.96	60,957.00	58,054.00
Other professional fees	3	1,366.80	2,430.00	4,349.00
<b>Insurances</b>				
Insurances		2,465.07	2,592.86	2,903.05
<b>Staff costs</b>				
Staff costs		66,839.27	62,587.98	60,637.06
Staff training		0.00	205.60	0.00
Health & Safety		672.00	672.00	0.00
<b>Sundry expenses</b>				
Office expenses		2,370.71	5,051.34	1,388.26
Sundries		6,619.90	5,012.18	8,360.26
Total expenditure		<u>185,862.62</u>	<u>179,452.23</u>	<u>172,405.26</u>
<b>SURPLUS FOR THE PERIOD</b>		<b>2,780.38</b>	<b>3,146.77</b>	<b>16,075.74</b>

Netherne Management Limited, Netherne on the Hill

Notes to the Income and Expenditure Statement

Detailed Breakdown for the Village Hall (for the year ended 31 December 2024)

	Notes	2024 (£)	2023 (£)	2022 (£)
<b>INCOME</b>				
Service charges raised		38,930.00	47,980.00	36,869.00
Service charge rebates		0.00	0.00	0.00
Total income receivable		38,930.00	47,980.00	36,869.00
<b>EXPENDITURE</b>				
<b>Repairs &amp; Maintenance</b>				
Cleaning and cleaning materials		2,489.94	1,957.50	1,939.76
Electrical repairs and testing		384.00	107.18	70.00
Fire extinguishers		147.72	178.80	232.92
Fire system inspection		674.40	300.00	480.00
General repairs and maintenance		2,385.00	0.00	5,837.58
Gutter and drain clearance		591.00	290.00	180.00
Hall floor cleaning		1,800.00	0.00	1,875.00
Intruder alarm & Redcare connection		180.00	542.40	540.00
Health & Safety		672.00	672.00	0.00
Lightning protection		115.20	0.00	582.60
Sanitary services		1,715.88	1,218.25	2424.95
Wall heaters annual service		0.00	219.60	0.00
Window cleaning		400.00	377.56	360.00
<b>Utilities</b>				
Electricity		1,866.49	5,948.25	5,231.90
Gas		3,614.34	4,530.33	2,528.53
Non domestic rates		1,228.14	1,013.49	2,556.70
Water		3,927.78	1,346.83	804.82
<b>Professional fees</b>				
Other professional fees		0.00	0.00	600.00
<b>Insurances</b>				
Property owners insurance		12,499.69	13,772.17	13,724.37
<b>Sundry expenses</b>				
Sundries		288.40	154.80	0.00
Total expenditure		34,979.98	32,629.20	39,969.13
<b>SURPLUS FOR THE PERIOD</b>		<b>3,950.02</b>	<b>15,350.80</b>	<b>(£3,100.13)</b>

The notes form part of these service charge accounts.

Netherne Management Limited, Netherne on the Hill

Notes to the Income and Expenditure Statement

Detailed Breakdown for St Luke's (for the year ended 31 December 2024)

	Notes	2024 (£)	2023 (£)	2022 (£)
<b>INCOME</b>				
Service charges raised		282,377.00	258,439.37	201,888.00
Service charge rebates		0.00	0.00	0.00
Total income receivable		282,377.00	258,439.37	201,888.00
<b>EXPENDITURE</b>				
<b>Repairs &amp; Maintenance</b>				
Access control & IT Turnstyle		2,322.32	3,034.17	2,267.27
Air handling units		4,317.18	0.00	0.00
Boiler maintenance and repair		1,963.68	2,232.00	0.00
Cleaning		6,940.77	7,008.75	1,162.50
Cleaning materials		2,967.89	3,129.42	3,018.06
Electrical repairs and testing		3,289.18	1,411.93	70.00
Emergency panic alarm		979.20	583.20	1,903.20
Fire extinguishers		0.00	0.00	0.00
Fire system inspection		420.00	518.40	360.00
Fitness equipment servicing		2,637.25	1,449.67	1,400.65
General repairs and maintenance		4,987.62	18,886.39	6,868.94
Gutter and drain clearance		855.00	290.00	200.00
Intruder alarm & Redcare connection		180.00	300.00	360.00
Health & Safety		672.00	672.00	0.00
Leisure centre operation		155,910.93	146,559.42	123,078.14
Lightning protection		422.40	115.20	110.40
Microbiological sampling		2,478.00	3,077.70	1,510.80
Pool chemicals/testing tablets		4,470.30	10,231.96	3,661.51
Pool maintenance		5,215.20	6,342.12	10,734.64
Refuse collection		1,017.00	907.20	852.80
Roof mounted gas heaters		0.00	996.00	342.00
Sanitary services		1,590.87	1,096.20	1666.36
Window cleaning		500.00	482.44	460.00
<b>Utilities</b>				
Electricity		39,668.05	51,993.39	30,240.32
Gas		31,549.95	23,738.06	25,086.70
Non domestic rates		3,742.50	3,368.50	8,919.00
Water		3,426.93	1,594.01	4,980.34
<b>Professional fees</b>				
Other professional fees		0.00	0.00	600.00
<b>Insurances</b>				
Property owners insurance		17,187.11	18,936.78	18,870.70
<b>Sundry expenses</b>				
Sundries		1,067.81	309.54	2,581.82
Total expenditure		300,779.14	309,264.45	251,306.15
<b>SURPLUS FOR THE PERIOD</b>		<b>(18,402.14)</b>	<b>(50,825.08)</b>	<b>(49,418.15)</b>

Netherne Management Limited, Netherne on the Hill

Balance Sheet for the year ended 31 December 2024

	Notes	At 31.12.24 (£)	At 31.12.23 (£)	At 31.12.22 (£)
<b>FIXED ASSETS</b>				
<b>CURRENT ASSETS</b>				
Cash at bank and in hand	2	770,166.02	700,114.47	618,350.67
Debtors	4	44,928.31	53,419.96	42,995.72
		<hr/> 815,094.33	<hr/> 753,534.43	<hr/> 661,346.39
<b>CURRENT LIABILITIES</b>				
Creditors	5	66,341.13	100,121.40	76,751.18
<b>NET CURRENT ASSETS</b>		<hr/> 748,753.20	<hr/> 653,413.03	<hr/> 584,595.21
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<hr/> 748,753.20	<hr/> 653,413.03	<hr/> 584,595.21
<b>RESERVES</b>				
Reserve	6	748,753.20	653,413.03	584,595.21
<b>MEMBERS' FUNDS</b>		<hr/> 748,753.20	<hr/> 653,413.03	<hr/> 584,595.21

The notes form part of these service charge accounts.

This statement of account has been approved by Zack Jermy for Stiles Harold Williams:

Signed: Teresa Scott ..... Date: .....

21.11.2025

Name: TERESA SCOTT

Stiles Harold Williams  
Lees House, 21 - 33 Dyke Road  
Brighton  
East Sussex  
BN1 3FE

Netherne Management Limited, Netherne on the Hill  
Notes to the Service Charge Accounts  
For the Year Ended 31 December 2024

## 1. ACCOUNTING POLICIES / CONVENTION

- 1.1 The service charge accounts have been prepared in accordance with the terms of the lease and on an accruals basis under the historical cost convention.
- 1.2 Income is recognised in the period to which it relates and is recognised in the income and expenditure account of the entity it is paid to, when the revenue has been earned.
- 1.3 The general reserve represents the funds available to be spent on the day to day activities of the management company.
- 1.4 Service charge monies are held on trust in accordance with section 42 of the Landlord and Tenant Act 1987. Interest earned on service charge monies held on deposit is taxable at the basic rate of tax. The rate that applied for 2024 was 20% (2023 – 20%).

## 2. CASH AT BANK AND IN HAND

	At 31.12.24 (£)	At 31.12.23(£)	At 31.12.22(£)
Funds held by managing agent	594,093.34	528,668.41	450,634.93
Bath Building Society	80,785.28	78,836.74	77,266.91
Shawbrook Bank	10,787.60	10,724.33	10,661.41
Aldermore Bank	84,099.80	81,484.99	79,387.40
Petty cash	400.00	400.00	400.00
	<b>770,166.02</b>	<b>700,114.47</b>	<b>618,350.67</b>

The funds held by the managing agent are held in a designated client account. Details of the bank with which the account is held are shown on page 2.

## 3. RELATED PARTY TRANSACTIONS

During 2024, the following payments were made to the managing agent and company secretary – Stiles Harold Williams. Prior year figures are also shown for comparison.

	2024 (3)	2023 (£)	2022 (£)
Management fee	62,785.96	60,957.00	58,054.00
Company Secretary fee	1,306.80	1,200.00	1,200.00
Annual Return	60.00	30.00	60.00
	<b>64,152.85</b>	<b>62,187.00</b>	<b>59,314.00</b>

Netherne Management Limited, Netherne on the Hill  
Notes to the Service Charge Accounts  
For the Year Ended 31 December 2024

**4. DEBTORS**

	At 31.12.24 (£)	At 31.12.23 (£)	At 31.12.22 (£)
Service charge debtors	13,472.15	18,614.18	17,008.04
Recoverable legal costs	0.00	0.00	185.88
Estate rent debtors	272.88	276.60	342.22
Telephone mast rent due on 23 December	0.00	8,958.47	0.00
Prepaid SHW Management Fee	0.00	2,903.00	2,903.00
Prepaid SHW Payroll Administration Fee	*	0.00	1,440.00
Prepaid directors insurance	262.11	262.11	262.11
Prepaid property owners insurance	19,363.76	17,858.47	22,096.26
Prepaid TV licenses / Sundries	389.53	198.21	198.21
Prepaid Electricity Cost	9,691.18	1,866.49	0.00
Prepaid Water	1,476.70		
Prepaid Gutter/Drain Clearance	0.00	750.00	0.00
Cleaning cost owed by Italian Piazza manco	*	0.00	105.92
Electricity cost owed by ZigZag manco	*	0.00	186.51
	<b>44,928.31</b>	<b>53,419.96</b>	<b>42,995.72</b>

\* These amounts were repaid to NML during 2024

Netherne Management Limited, Netherne on the Hill  
Notes to the Service Charge Accounts  
For the Year Ended 31 December 2024

**5. CREDITORS**

	At 31.12.24 (£)	At 31.12.23 (£)	At 31.12.22 (£)
Accrued cleaning / cleaning materials	1,728.49	768.00	2,049.85
Accrued gutter and drain clearance	696.00	0.00	0.00
Accrued sanitary services	0.00	0.00	831.80
Accrued landscape maintenance	4,141.10	0.00	528.00
Accrued leisure centre operations	0.00	13,051.43	12,066.62
Accrued microbiological sampling	0.00	374.40	0.00
Accrued pool maintenance	0.00	490.20	4,901.76
Accrued pool chemicals	352.43	0.00	0.00
Accrued access control maintenance	0.00	784.97	0.00
Accrued PAT testing	0.00	321.60	282.00
Accrued intruder alarms	0.00	242.40	0.00
Accrued mower lease	63.16	126.32	0.00
Accrued repair costs	1,382.40	156.00	0.00
Accrued non domestic rates	0.00	0.00	964.00
Accrued electricity	4,555.06	3,943.02	6,775.60
Accrued gas	4,422.07	3,659.32	3,025.91
Accrued water	3,249.99	140.02	167.46
Accrued accountancy	2,200.00	4,200.00	4,200.00
Accrued professional fees	60.00	0.00	1,800.00
Accrued staff costs	931.25	430.00	0.00
Accrued office expenses	0.00	0.00	150.37
Accrued sundry expenses	1,481.05	0.00	0.00
Service charges paid in advance	41,078.13	71,433.72	39,007.81
	<b>66,341.13</b>	<b>100,121.40</b>	<b>76,751.18</b>

Netherne Management Limited, Netherne on the Hill  
Notes to the Service Charge Accounts  
For the Year Ended 31 December 2024

## 6. RESERVES

### General Reserves

The general reserve fund has been established to meet the cost of large, non-regular repair and maintenance work, and the costs of improvements to the Estate, Pavilion, Village Hall and Leisure Centre. Such costs are not met from budgeted service charge income.

	2024 (£)	2023 (£)	2022 (£)
Balance brought forward from previous year	603,413.03	534,595.21	514,595.71
Surplus from Income and Expenditure	(11,671.01)	(32,327.51)	(36,442.54)
Statement			
Transfer to 'Other Reserves'	0.00	0.00	(15,000.00)
Monies relating to exit fees	29,587.50	22,178.75	22,338.75
Annual estate rent charges	11,075.00	11,075.00	11,075.00
Bank and Building Society interest	21,165.07	17,446.14	5,677.35
Telephone mast income	7,900.00	8,958.47	8,958.47
Village hall, pavilion and pool hire	22,255.21	18,381.97	18,054.46
Leisure Centre memberships	30,459.50	23,105.00	17,542.00
Estate / Village hall / St Lukes major works	(15,431.10)	0.00	(12,376.00)
Service charges demanded over budget	0.00	0.00	172.01
Year end adjustment	0.00	0.00	0.00
General Reserves carried forward at Year	<b>698,753.20</b>	<b>603,413.03</b>	<b>534,595.21</b>

Netherne Management Limited, Netherne on the Hill  
Notes to the Service Charge Accounts  
For the Year Ended 31 December 2024

**6. RESERVES (continued)**

Other General Reserves

	2024 (£)	2023 (£)	2022 (£)
Balance brought forward from previous year	50,000.00	50,000.00	35,000.00
Transfer from General Reserves	0.00	0.00	15,000.00
Other General Reserves c/f at Year End	<b>50,000.00</b>	<b>50,000.00</b>	<b>50,000.00</b>
<b>Total Reserves carried forward at Year End</b>	<b>748,753.20</b>	<b>653,413.03</b>	<b>584,595.21</b>

The “Other General Reserves” fund has exactly the same purpose as the General Reserves Fund, namely to meet the cost of large, non-regular repair and maintenance work, and the costs of improvements to the Estate, Pavilion, Village Hall and Leisure Centre. Our accountants have advised that the “Other General Reserves” fund, originating from the contribution to reserves line in service charge budgets, should be shown separately to the General Reserves Fund.