

# ST CATHERINE'S COURT (WROUGHTON) MANAGEMENT COMPANY LIMITED

Minutes of a Meeting of the Directors held electronically

**Date:** 10 February 2026

**Location:** Meeting held by electronic means

## 1. Present

**Directors:**

- A Brough
- J Caverley
- S Liddiard

**In attendance:**

- J Morris – Company Secretary

## 2. Chair

A Brough took the Chair.

## 3. Quorum and Notice

The Chair confirmed that:

The meeting was declared duly convened and constituted.

## 4. Financial Statements for the Year Ended 31 December 2025

The directors considered the draft financial statements of the Company for the year ended **31 December 2025**, together with the accompanying notes.

The Board noted in particular that:

- The accounts cover a **full twelve-month period from 1 January 2025 to 31 December 2025**.
- This represents a complete financial year and now properly aligns with the Company's accounting reference date.
- The accounts have been prepared so as to reflect accurately the Company's obligations under the leases.
- The presentation and disclosures are structured to align with the provisions of the lease, including:

- clear identification of service charge income and expenditure;
- appropriate apportionment of costs in accordance with the lease;
- transparent treatment of any surplus or deficit for the year;
- recognition of service charge reserves as restricted funds held in accordance with the lease.

The directors further confirmed that:

- Proper accounting records have been maintained.
- The financial statements give a true and fair view of the state of affairs of the Company as at 31 December 2025 and of its income and expenditure for the year then ended.
- The Company qualifies for exemption from audit under section 477 of the Companies Act 2006 and the members have not required an audit under section 476.

## 5. Approval of the Accounts

After due consideration, it was:

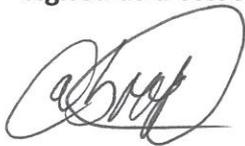
### RESOLVED THAT:

1. The financial statements for the year ended 31 December 2025 be approved.
2. A Brough be authorised to sign the financial statements on behalf of the Board.
3. The accounts be filed at Companies House in accordance with statutory requirements.
4. The accounts be circulated to members/leaseholders as appropriate.

## 6. Any Other Business

There being no further business, the Chair thanked those present and declared the meeting closed.

Signed as a correct record



A Brough  
Chair

10 February 2026