From David Griffiths to

The Chairman and Committee members of Fitzroy Square Frontagers’ & Garden Committee.

Dear Neil

Report by Honorary Treasurer for Committee Meeting 1st October 2014

\*Please accept my apology for absence.

\*See attached sheet for bank balances and arrears.

\*Re Minutes of Committee Meeting 21st May 2014, under item 4 Treasurer’s Report, the final paragraph commences “DG read through the………………..Year Ended 2013”. 2013 should read 2014.

\*Item 8 Second sentence “APP should read AAP”.

\*It would be appropriate to ask the Committee to ratify a payment made to 10 Fitzroy Ltd in respect of overcharge of garden levy for the years 2010/11, 2011/12, 2012/13, and 2013/14. The sum amounts to £1,166.24. This overpayment has arisen because The Valuation Office Agency (VOA) advised a Rateable Value (RV) for the company in 2010, which was an *estimate* only. We had not been advised of that fact. The true RV was brought to our attention by Gordon Waters, Facilities Manager of 10 Fitzroy Ltd. This was somewhat complicated as 10 Fitzroy Ltd had requested the VOA to assess individual rooms at 10 Fitzroy Square and 46 Fitzroy Street. Internal modifications for the two properties gave rise to the VOA’s assessment for 46 Fitzroy Street and 10 Fitzroy Square as one unit. A revised invoice has been sent to 10 Fitzroy Ltd for the current year 2014/15. We have requested a sum of £706.70 being the net figure of this year’s levy request less the refund. This matter has already been discussed with our Chairman and Hon. Secretary both of whom have agreed to the revised payment and our bank account was credited with this sum on 24th September 2014. We have agreed also a payment to 10 Fitzroy Ltd in respect of payments to Plantdisplays Plus for window box maintenance at 46 Fitzroy Street. This covers the period August 2013 to August 2014.

13 monthly payments of £50.00=£650.00 plus set up costs in August 2013 £175.00 making a total of £825.00. 10 Fitzroy Ltd has ignored the VAT element as the company is able to adjust its figures accordingly. Again in principle the Chairman, Hon Secretary and Hon Treasurer have agreed to this refund. We need Committee confirmation to confirm payment of the requested amount £825.00.

Please advise and I will write a cheque.

10 Fitzroy Ltd has now cancelled its agreement with Plantdisplays Plus and Andrew Taylor of Plantdisplays should be approached and asked to maintain the window boxes at 46 Fitzroy Street as part of FSFGC’s existing contract. Would you please ask EDWARD TURNER to speak to Mr Taylor to ensure that this request would be acceptable to Plantdisplays and to avoid future problem for 10 Fitzroy Limited.

I hold copies of the respective Plantdisplays Plus’s invoices to confirm the payments made.

Yours sincerely

David Griffiths

Hon. Treasurer

Fitzroy Square Frontagers’ & Garden Committee

20 September 2014