

UKALA AGM 2022

To be held on
Thursday 15th December 2022
Via
Zoom Meeting



3.15pm meeting opens

3.30pm Annual General Meeting [full agenda appears below]

To ATTEND the AGM please register via the [link](#).

There is no charge for attendance.

If you have any questions or proposals, please submit in advance to christian.barrett@ukala.org.uk

VOTE PLEASE!

If you cannot attend, please vote by completing a Proxy Form.

UK Association of Letting Agents Ltd

(Registered in England, Company Number 03401834)

Notice is hereby given of the Annual General Meeting to be held on

Thursday 15th December 2022 at 3.30pm

Via Zoom Meeting

AGENDA

- Item 1** To consider and approve the 2021 AGM minutes
- Item 2** To consider and adopt the Company's Annual Report and Accounts for the period ended 31 March 2022.
- Item 3** To re-appoint Lescott Courts Ltd as reporting accountants of the Company until the next Annual General meeting at a fee to be agreed with the Board of Directors.
- Item 4** **SPECIAL RESOLUTION:** To adopt the revised UKALA Articles of Association [LINK](#)
- Item 5** To elect **Paul Tozier** as a Director
- Item 6** Any other Business (please notify the under-signed with any issues you intend to raise by 3.30pm on 14th December 2022)

By order of the Board, dated 16th November 2022.

Registered Office: 49 High Street, Burnham-on-Crouch, Essex, CM0 8AG

UK Association of Lettings Agents

Annual Report 2022

Chairman's Message:

I think it is fair to say that over recent years there has been an unprecedented transformation in UKALA, with significant progress made in terms of the delivery of our longer-term strategic plan.

Following our amicable separation from our larger sister organisation The National Landlords Association (NLA) in 2019, UKALA have set about putting in place radical changes to ensure a sustainable independent future and the mission to support agents to be successful, compliant and provide a professional service to customers.

In the last 12 months we commenced the overhaul of our operational processes and technology, built a largely new team who are now all home based from around the country, revamped our marketing and website, grown our membership, plus improved our financial performance with UKALA now having the strongest Balance Sheet in its history.

This is only the beginning as there remains much still to do to get the levels of efficiency and membership service that your Board is striving for. We do now have much greater clarity over our membership proposition. A value for money "One Stop Shop" for all members that offers: the UK's leading Client Money Protection; Inclusive Independent Redress; A free Helpline and Library; Inclusive Tax Investigation Insurance; together with provision of all the essential forms and documents you will need to run your business.

The Annual Report 2022 covers the financial performance for the period April 2021 to March 2022. During this period our turnover grew from £631.9k to £705.1k (+12%). UKALA achieved an operating surplus of £76.4k in 2020/21 which was £3.8k better than the previous year. This surplus was achieved despite direct member and operational costs increasing significantly. Membership grew during the year by 76 to 1206.

The year ahead looks like even more economic turbulence for businesses and individuals. Your Board is focused on finding more ways to support agents through all that is thrown at you. With an inclusive package of products and services at the heart of things, so that you know "at UKALA, you're sorted"



UK Association of Letting Agents Ltd

Registered in England, Company Number 03401834. Registered Office: Bentinck House, 3-8 Bolsover Street, London W1 W6AB

Minutes of the Annual General Meeting held on

Tuesday 14^h December 2021 at 3.30pm

at 27 Albert Embankment. London SE1 7AQ

AGENDA

- Item 1** The 2020 AGM minutes were considered and approved.
- Item 2** The Company's Annual Report and Accounts for the period ended 31 March 2021 were considered and adopted.
- Item 3** Lescott Courts Ltd was re-appointed as reporting accountants to the Company until the next Annual General Meeting, at a fee to be agreed with the Board of Directors.
- Item 4** Any other Business -there had been none notified, nor was any raised

A vote of thanks was made to Chris and his team for the hard work done during a difficult year.

The meeting closed

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UK ASSOCIATION OF LETTING AGENTS LIMITED - COMPANY INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

DIRECTORS: T J Clark R J Price
A C Lock M A Hulme

REGISTERED OFFICE: 49 High Street, Burnham on Crouch, Essex CM0 8AG,

REGISTERED NUMBER: 03401834 (England and Wales)

ACCOUNTANT: Lescott Courts Limited Chartered Certified Accountants 49 High Street,
Burnham on Crouch, Essex CM0 8AG,

BANKERS: Co-op Bank PLC, Southway, Skelmersdale WN8 6WT

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 MARCH 2022

The directors present their report with the financial statements of the company for the year ended 31 March 2022.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of the provision of services to UK letting agents who are members of the association.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 April 2018 to the date of this report.

T J Clark R J Price M A Hulme A C Lock

ON BEHALF OF THE BOARD:

T J Clark – Director
16th November 2022

THE UK ASSOCIATION OF LETTING AGENTS

LIMITED

INCOME STATEMENT

FOR THE YEAR ENDED 31 MARCH 2021

	2022	2021
	£	£
TURNOVER	705,104	631,919
Other income	13,394	-
Cost of raw materials and consumables	(387,495)	(336,033)
Staff costs	(150,066)	(131,170)
Depreciation and other amounts written off assets	(2,106)	
Other charges	(102,459)	(90,031)
Taxation	(11,178)	-
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SURPLUS	65,194	72,568
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**THE UK ASSOCIATION OF LETTING AGENTS
LIMITED (REGISTERED NUMBER: 03401834)**

**BALANCE SHEET
31 MARCH 2021**

	2021	2020
	£	£
FIXED ASSETS	4,391	4,214
CURRENT ASSETS	358,308	369,877
CREDITORS Amounts falling due within one year	<u>(246,853)</u>	<u>(330,813)</u>
NET CURRENT ASSETS	<u>111,455</u>	<u>39,064</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	115,846	43,278
CREDITORS Amounts falling due after more than one year	<u>101,672</u>	<u>101,672</u>
NET ASSETS/(LIABILITIES)	<u>14,174</u>	<u>(58,394)</u>
RESERVES	<u>14,174</u>	<u>(58,394)</u>

NOTES TO THE FINANCIAL STATEMENTS

1. STATUTORY INFORMATION

The UK Association of Letting Agents Limited is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address are as below:

Registered number: 03401834
Registered office: 49 High Street
Burnham-on-Crouch
Essex
CM0 8AG

2. AVERAGE NUMBER OF EMPLOYEES

The average number of employees during the year was 9 (2021 - 8).

3. DIRECTORS' ADVANCES, CREDITS AND GUARANTEES

At the balance sheet date there was an unsecured loan of £94,000 (£121,983 2021) owed to the NLA. Consultancy fees paid to companies relating to directors are as follows

	2022	2021
Anthony Lock	£11,626	£2,834
Hulme Properties	£10,988	£6,384
PPMC Ltd	£32,452	£22,032
Tim Clark	£2,169	-
Richard Price		£1,400
Town and Country Lettings Ltd	<u>£14,757</u>	<u>£8,736</u>
	<u>£71,992</u>	<u>£41,386</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the micro-entity provisions.

The financial statements were approved by the Board of Directors and authorised for issue on 16 November 2022 and were signed on its behalf by:

M A Hulme - Director



Proxy Form

[This form of Proxy may be (copied and) used by any Member of UK Association of Letting Agents Ltd.

It should be returned via email to

info@ukala.org.uk by 2.30 pm on 14th December 2022

UKALA

Via Zoom Meeting

I/we.....(full name)

of

..... (address)

being a member of the above named company, HEREBY APPOINT *the Chairman of the meeting / *..... (insert name of proxy (who must be a member of the Company) if you do NOT wish to so appoint the chairman of the meeting) of as my proxy to vote in my name and on my behalf at the Annual General Meeting to be held on 15th December 2022 and at any adjournment thereof. This form is to be used in respect of the resolutions mentioned below as follows:

Unless otherwise instructed below, the proxy may vote as he or she thinks fit or abstain from voting

Resolution [1] to adopt the company’s 2021 AGM Minutes *For/*Against

Resolution [2] to adopt the Company’s Annual Report and Accounts for the period ended 31 March 2022. *For/*Against

Resolution [3] to re-appoint Lescott Courts Ltd as reporting accountants of the Company until the next Annual General meeting at a fee to be agreed with the Board of Directors. *For/*Against

Resolution [4] SPECIAL RESOLUTION: To adopt the revised UKALA Articles of Association *For/*Against

Resolution [5] To elect Paul Tozier as Director *For/*Against

Signed:

Member Number:.....