Responsibilities of The Management Company

Management Company is a Limited Company, the shareholders will be the home owners.

The Limited Company has to file Annual Accounts at Companies House, and file an Annual Confirmation Statement (which basically states the directors of the company) and costs £13 to file online.
Both of these can be done by the directors or by an Accountant.

The responsibilities of the Management Company directors would be to ensure the maintenance and upkeep of any Open Space areas or grass verges, all communal areas, private drives and parking areas, Public liability Insurance for all communal areas, payment of any utility bill for private street lighting, company legislation compliance and submissions to Companies House, book-keeping records, collection and calculation of the annual service charge to cover all of these expenses.