

HM Revenue and Customs
Pensions Schemes Services
BX9 1GH

Date: 29/10/2020

Dear Mr Bhandal,

Monro Pension Scheme
Your Ref: APSS530
SRN: S0000004496

Thank you for your letter dated 8th October 2020. Please find below the requested information to assist with the registration of Monro Pension Scheme.

1. Please find enclosed a copy of the scheme rules. I can confirm that there have been no executed amendments to the rules.
2. Please find enclosed a signed and dated copy of the Trust Deed establishing the scheme. There have been no amendments made to that deed.
3. I can confirm there are no additional scheme administrators of the scheme.
4. Please find enclosed a copy of the resolution appointing RC Administration Limited to act as the Registered Administrator for the scheme.
5. The scheme has no bank account at present. The trustees will require evidence confirming that the scheme has been tax registered before an account can be opened.
6. There are less than 10 members, there will be 1 member, his details are as follows:

Full Name: Mr Christopher Monro
Address: Aubrey House, Farley Street, Nether Wallop, Hampshire SO20 8EQ
Telephone Number: 07767 336 309
National Insurance Number: YY201552B

7. The scheme is being set up for the 1 member listed in answer number 6. Christopher Monro is the director of the sponsoring employer. The Trustee does not anticipate any more members joining the scheme. The scheme will not be marketed. There are no introducers involved.
8. The Scheme proposes to invest in commercial property, of which the Trustee has substantial knowledge. The Trustee is currently searching for a suitable commercial property. A business plan will be put in place once a suitable commercial property has been sourced, and as soon as the scheme has been tax registered. A cash balance will be held in short term cash deposits. The scheme applies for the tax registration for the retirement benefits for Christopher Monro.
9. The projected fund value at the end of the first year of the pension scheme's existence will depend upon whether a suitable commercial property has been sourced. Until then, an approximate fund value would be the cash in short term deposits of approximately £250,000.00. The Trustee would be working towards an average of 8 -10% increase return on a yearly basis.
10. The scheme will not be offered for auto enrolment.
11. Employer adhered to the scheme:

Employer Full Name: Monros of Ludgershall Limited - No.00536564
Address: Partnership House, 84 Lodge Road, Southampton, Hampshire SO14 6RG
Contact Telephone Number: 01264 781 184
Number of people employed: None
Registered for tax with HMRC: Yes
PAYE Ref: 663PD00120281
VAT Ref: Exempt
Corporation Tax Reference: 9098001807
Partnership Tax Reference: N/A
Self-assessment tax reference: N/A. Employer is not an individual
12. N/A
13. Christopher Monro instructed us to set up the scheme:

Scheme Trustee:

Full Name: Mr Christopher Monro
Address: Aubrey House, Farley Street, Nether Wallop, Hampshire SO20 8EQ
Telephone Number: 07767 336 309
National Insurance Number: YY201552B

The above Trustee is also a scheme member.

Accountant: Mr D Rumsey, Mandair and Co, Tel: 02380 332 882
Email: admin@mandairandco.co.uk
84 Lodge Road, Southampton SO14 6RG

Scheme Administrator:

RC Administration Limited
Company Number: 12409200
Company Address: 1a Park Lane, Poynton, Stockport, England, SK12 1RD
Contact number: 07535 010 480 / 01625 358 101

RC Administration Limited, which I am a director of, is a SSAS administration company.

I have performed scheme administration work for several years and I have the required pensions knowledge to act in this capacity. I am also registered as scheme administrator under ID number: A0150724.

This is the only scheme that I have been instructed to be set up by the member Christopher Monro.

Should you require any further information, please advise me accordingly.

Yours sincerely,

David Nicklin

David Nicklin (CERT PFS)
Director
For and in behalf of
RC Administration Limited

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