

Your scheme details:

**Oakleaf Facilities Ltd Self Investment Benefit Arrangement**

## 1. Introduction

The following are the details that were on the scheme return submitted on 11 November 2022 03:07 PM.

The scheme return details were confirmed by Miss Emily McAlister.

## 2. Scheme details (basic)

Basic details	
Scheme name	Oakleaf Facilities Ltd Self Investment Benefit Arrangement
PSR number	10275331
Scheme address	32 Duncan Close Moulton Park Industrial Estate NORTHAMPTON NN3 6WL United Kingdom
Billing address	Same as scheme address
Scheme type	Occupational
Benefit type	Defined contribution
Current status	Open to new members since 08 February 2006
Scheme year-end (DD/MM)	31/03 since 08 February 2006
HMRC reference number (PSTR)	00614969RJ

PSR number: 10275331

**3. Scheme details (membership, age profiling, leavers)**

Small scheme details	
The scheme has fewer than 12 members?	Yes
All members' trustees/directors?	Yes
Unanimous/independent decisions?	Yes

<b>Number of members as at 31 March 2021</b> <b>The Pensions Regulator requires to know the number of members present at the scheme year-end between the dates 1 April 2020 and 31 March 2021.</b>	
Active members	0
Deferred members	0
Pensioner members	4
Total members	4

<b>Number of members as at 31 March 2022</b> <b>The Pensions Regulator requires to know the number of members present at the scheme year-end between the dates 1 April 2021 and 31 March 2022.</b>	
Active members	0
Deferred members	0
Pensioner members	4
Total members	4

Age Profiling		
	50 to 59	60 and over
Active and deferred	0	0

<b>Scheme Leavers as at 31 March 2022</b> <b>The Pensions Regulator requires to know the number of scheme leavers during the year up to the scheme year end given for the latest membership figures above.</b>	
Any scheme leavers during the latest membership year	No

PSR number: 10275331

**4. Scheme details (assets and contributions, Scheme investments)**

Scheme assets and contributions as at the latest membership effective date of 31 March 2022.	
Total net assets	£784843.00
Total employer contributions over the year	£0.00
Total employee contributions over the year	£0.00
Total transfers into the scheme over the year	£0.00

PSR number: 10275331

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## 5. Record-keeping

Common data	
Have you measured your common data in the last three years?	Yes
When did you last measure your common data?	March 2021
What percentage of this data have you assessed to be present and accurate?	100%

Scheme-specific ('conditional') data	
Have you measured your scheme-specific ('conditional') data in the last three years?	Yes
When did you last measure your scheme-specific ('conditional') data?	March 2021
What percentage of this data have you assessed to be present and accurate?	100%

PSR number: 10275331

**6. Trustees**

Trustee	
Name of trustee	Mr Mark Alan Rowthorn
Chair of trustees	No
Type of trustee	Employer-appointed trustee
Professional trustee	No
Address of trustee	Dalrymple House Ardentinny DUNOON Argyll PA23 8TS United Kingdom
Direct telephone number	0121 769 0041
Direct email address	info@registereddschemeadministrator.com

Trustee	
Name of trustee	Mrs Janie Gale Rowthorn
Chair of trustees	No
Type of trustee	Employer-appointed trustee
Professional trustee	No
Address of trustee	85 The Ridge Great Doddington WELLINGBOROUGH Northamptonshire NN29 7TT United Kingdom
Direct telephone number	0121 769 0041
Direct email address	info@registereddschemeadministrator.com

Trustee	
Name of trustee	Mr Paul Christopher Groom
Chair of trustees	No
Type of trustee	Employer-appointed trustee
Professional trustee	No
Address of trustee	67 Overstone Road Sywell Northampton NN6 0AW United Kingdom
Direct telephone number	0121 769 0041
Direct email address	info@registereddschemeadministrator.com

PSR number: 10275331

Trustee	
Name of trustee	Mrs Jane Groom
Chair of trustees	No
Type of trustee	Employer-appointed trustee
Professional trustee	No
Address of trustee	67 Overstone Road Sywell Northampton NN6 0AW United Kingdom
Direct telephone number	0121 769 0041
Direct email address	info@registeredschemeadministrator.com

PSR number: 10275331

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**7. Employer details**

<b>Current Employer(s)</b>	
Employer's name	Oakleaf Surveying Ltd
Employer type	Participating Employer
Organisation type	Private limited company
Address of employer	Oakleaf Surveying Ltd Jubilee House 32 Duncan Close Moulton Park Industrial Estate NORTHAMPTON NN3 6WL United Kingdom
Employer status	Active since 12 March 2007
Employer email address	info@pensionpractitioner.com
Companies House number	06151373

<b>Employer relationship</b>	
Is the scheme intended for use by one employer or more than one employer?	More than one employer
Is the scheme intended for use only by employers that are part of the same corporate group or structure?	Yes
Does each employer have a trustee on the trustee board?	Not applicable
Are all employers part of a similar industry, profession or affinity organisation (such as trade body, business group etc)?	Not applicable

PSR number: 10275331



## 8. Auto-enrolment details

Automatic Enrolment	
One or more employers using the scheme have passed the staging date above?	No
Has any employer used this scheme on or after 6 April 2015 to meet their automatic enrolment duties in respect of any staff who were automatically enrolled or opted into the scheme?	
Has any employer used this scheme on or after 6 April 2015 to meet their employer duties in respect of any staff who did not have to be automatically enrolled or given the opportunity to opt in because they were existing members of the scheme?	

PSR number: 10275331

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## 9. Service provider details

### Insurance company

There is currently no insurance company listed as involved with this scheme. Details required are name, address, whether the insurer carries out the main administration of the scheme and, optionally, an insurer reference (e.g. scheme number), telephone number and email address.

### In-house administrator

Main contact title	Mr
Main contact first name(s)	Mark Alan
Main contact surname	Rowthorn
Address of in-house administrator	32 Duncan Close Moulton Park Industrial Estate NORTHAMPTON NN3 6WL United Kingdom
Direct telephone number	0121 769 0041
Individual's email address	info@registeredschemeadministrator.com

PSR number: 10275331

**10. Contact details**

Scheme contact details	
Name of contact	Miss Emily McAlister
Address of contact	Venture Wales Building Merthyr Tydfil Industrial Park Pentrebach MERTHYR TYDFIL Mid Glamorgan CF48 4DR United Kingdom
Telephone number	0121 769 0041
Email address	info@registereddschemeadministrator.com

Levy contact details	
Name of contact	Mrs Jane Groom
Address of contact	67 Overstone Road Sywell Northampton NN6 0AW United Kingdom
Telephone number	01604 492205
Email address	jagroom55@btinternet.com

Pension Tracing Service contact details	
There is no pension tracing service contact associated with this scheme.	

Consent to electronic service details	
Confirmed by contact name	Miss Emily McAlister
Confirmed date	11/11/2022
Email address	thepractionerspartnership@mail.com

PSR number: 10275331