

Mr. Nigel Paul Roberts  
16 School Lane  
Islip  
Kettering  
Northamptonshire  
NN14 3LQ

HM Revenue and Customs  
Pensions Schemes Services  
BX9 1GH

Date: 18 October 2019

Dear Mr Bhandal,

**Submission Reference Number: S0000002742**

**Pension Scheme Name: Roberts Pension Scheme**

I write to you in response to your letter for documents and information required for the tax registration of Roberts Pension Scheme.

1. Please find enclosed with this letter a signed and dated paper copy of the complete scheme rules and any executed amendments to the scheme rules.
2. Please find enclosed with this letter a signed and dated paper copy of the completed deed establishing the scheme and any executed amendments to that deed.
3. Please find enclosed with this letter a copy of the administration agreement signed by the Administrator and the Trustee, as evidence of my acceptance of the appointment to the role of scheme administrator.
4. The scheme has not opened a bank account yet. Once the scheme is tax registered, I will open a pension scheme bank account.
5. The scheme is intended to be a two member scheme; the member details are as follows:  
Name: Nigel Paul Roberts  
Address: 16 School Lane, Islip, Kettering, Northamptonshire, NN14 3LQ  
Telephone Number: 07801833878  
National Insurance Number: NX714980A

Name: Jane Louise Roberts  
Address: 16 School Lane, Islip, Kettering, Northamptonshire, NN14 3LQ  
Telephone Number: 07715898205  
National Insurance Number: NE219224B

6. There will be two members intended, as per no. 5.
7. The target membership is 1. The scheme will not be marketed. There is no marketing material and no web-based material. The introducers of the scheme – Simon Carlin - The Lost Coin Financial Planning Ltd is an appointed representative of Sense Network Ltd which is authorised and regulated by the Financial Conduct Authority. Listed on the Financial Services Register reference 672057.
8. The Scheme will consist of purchasing commercial land.
9. The SSAS assets will be pension transfers of £116,008 for Nigel and £40,235 for Jane. This will be used to purchase some commercial land, as previously advised for £145,000 and the balance held in cash. All fees are likely to be paid by the employer. Rental income is £8,400 pa. So expected value at end of year 1 is £164,643.
10. The scheme is not intended to be offered for auto enrolment. The scheme is intended solely for the Directors.
11. Employer adhered to the scheme:  
N R GROUNDWORKS LIMITED. Company Registration Number: 04839618  
Company Address: 28 Thrapston Road Woodford, Kettering, Northamptonshire, NN14 4HY  
Telephone Number: 01832733012  
Number of People Employed: 12 inc. Directors  
N R GROUNDWORKS LIMITED is registered for tax with HMRC  
PAYE Reference: 267/TZ33975  
VAT Reference: 798114691  
Corporation Tax Reference: 452 60385 05792  
Company UTR number -- 60385 05792  
The company is not LLP or partnership  
Not an individual
12. Not applicable
13. The Trustees are:  
Name: Nigel Paul Roberts  
Address: 16 School Lane, Islip, Kettering, Northamptonshire, NN14 3LQ  
Telephone Number: 07801833878  
National Insurance Number: NX714980A  
  
The Administrator is: Nigel Paul Roberts  
  
Name: Jane Louise Roberts  
Address: 16 School Lane, Islip, Kettering, Northamptonshire, NN14 3LQ  
Telephone Number: 07715898205  
National Insurance Number: NE219224B

Financial Advisor: Simon Carlin - The Lost Coin Financial Planning Ltd is an appointed representative of Sense Network Ltd which is authorised and regulated by the Financial Conduct Authority. Listed on the Financial Services Register reference 672057.

14. The scheme is not intended to operate relief at source.

I look forward to the tax registration of my scheme and I look forward to hearing from you.

Yours sincerely,

**Nigel Roberts**

Enc.