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THE ABBEYFIELD CHELTENHAM
SOCIETY LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2005



Paish Tooth Limited
Chartered Certified Accountants
35 Rodney Road
Cheltenham
Glos
GL50 1HX

THE ABBEYFIELD CHELTENHAM SOCIETY LTD

ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2005

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THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

OFFICERS, PROFESSIONAL ADVISERS AND REGISTERED OFFICE

Executive committee

Members/Directors	P D Little	- President
	Mrs A A Turner	- Chairman
	Miss M J Winterbourne	- Secretary
	P J Sullings	- Treasurer
	Mrs B Sullings	
	Mrs J Beacon	
	Mrs A Watson	
	Mrs P Seabrook	

Secretary Miss M J Winterbourne

Auditors Paish Tooth Limited
35 Rodney Road
Cheltenham
Glos
GL50 1HX

Bankers Barclays Bank Plc
HSBC Bank Plc

Solicitors Rickerbys
Ellenborough House
Wellington Street
Cheltenham
Glos
GL50 1YD

Registered office 3 Amaranth Way
Up Hatherley
Cheltenham
Glos
GL51 3YU

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

REPORT OF THE EXECUTIVE COMMITTEE

The executive committee submits its annual report together with the accounts for the year ended 30 September 2005.

1 Principal activity

The principal activity of the society is to provide support, accommodation and companionship for lonely or frail elderly people in accordance with the aims and principles of The Abbeyfield Society Limited. This activity falls wholly within hostel housing activities as defined in the Housing Act 1974.

2 Status

The society is:

- a company limited by guarantee (Number 643334), having no share capital, and with solely charitable objectives.
- registered as a charity (Number 220611)
- registered with The Housing Corporation as a housing association (Number H2109)

3 Review of business and results during the year

The financial results for the year are set out in the income and expenditure account on page 8, and the position at the end of the year is shown in the balance sheet on page 9. The detailed property revenue account is presented on page 17.

The executive committee considers that the state of affairs of the Society is satisfactory.

4 Fixed assets

During the year the property was improved by the addition of a garden lounge adjoining the dining room. Part of the cost has been offset by the sum of £13801 which was received some years ago as a 'social housing grant'. Following the sale of Trigg House, the grant would have been repayable, but agreement was reached whereby the sum has been reallocated to this later project.

The executive committee is of the opinion that the market value for the existing use of the land and buildings is £500,000. This value has not been incorporated in these accounts.

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

REPORT OF THE EXECUTIVE COMMITTEE (CONTINUED)

5 Executive committee

The members of the executive committee/directors who served during the year are as listed on page 3.

6 Auditors

A resolution for the re-appointment of Paish Tooth Limited as auditors will be proposed at the forthcoming Annual General Meeting.



Miss M J Winterbourne

On behalf of the Executive Committee

15 February 2006

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

STATEMENT OF EXECUTIVE COMMITTEE MEMBERS'/DIRECTORS' RESPONSIBILITIES

Company law requires the executive committee to prepare accounts for each financial year which give a true and fair view of the state of affairs of the society as at the end of that year and of the surplus or deficit of the society for that period. In preparing those accounts the executive committee is required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed;
- state whether applicable statements of recommended practice have been followed;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the society will continue in business.

The executive committee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the society and which enable it to ensure that the accounts comply with the relevant legislation. It is also responsible for safeguarding the assets of the society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

REPORT OF THE AUDITORS TO THE MEMBERS OF

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

We have audited the accounts on pages 8 to 16 which have been prepared on the basis of the accounting policies set out on pages 10 and 11.

Respective responsibilities of the executive committee members/directors and auditors

As described on page 6, the executive committee is responsible for the preparation of accounts. It is our responsibility to form an independent opinion, based on our audit, on those accounts and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the executive committee in the preparation of the accounts, and of whether the accounting policies are appropriate to the society's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we consider necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of the information in the accounts.

Opinion

In our opinion the accounts give a true and fair view of the state of the society's affairs at 30 September 2005 and of its income and expenditure for the year ended on that date, and have been properly prepared in accordance with the Companies Act 1985, the Housing Act 1996 and the Accounting Requirements for registered social landlords General Determination 2000.

Paish Tooth

Paish Tooth Limited
Chartered Certified Accountants and Registered Auditors

15 February 2006

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2005

	<u>Note</u>	<u>2005</u>	<u>2004</u>
		£	£
Turnover		36155	29562
Less Operating costs		60121	36874
		—	—
Operating deficit	4	(23966)	(7312)
Interest receivable and other income	7	12979	13416
		—	—
Net (Deficit)/surplus on ordinary activities	14	(10987)	6104

The Society's turnover and expenses all relate to continuing operations.

The only recognised loss for the year was the deficit of £10987 (2004 surplus - £6104).

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

BALANCE SHEET AT 30 SEPTEMBER 2005

	<u>Note</u>	<u>2005</u> £	<u>2004</u> £
<u>Tangible Fixed Assets</u>			
Housing properties			
Cost less depreciation	8	158773	134831
 Other tangible fixed assets			
Fixtures and equipment	9	5262	824
		<hr/>	<hr/>
		<u>164035</u>	<u>135655</u>
<u>Current Assets</u>			
Stocks		59	78
Debtors	10	186	3174
Cash at bank and in hand		276418	327193
		<hr/>	<hr/>
		276663	330445
<u>Current Liabilities</u>			
Creditors : amounts falling due within one year	11	(2475)	(3089)
		<hr/>	<hr/>
Net current assets		<u>274188</u>	<u>327356</u>
Total assets less current liabilities		<u>£438223</u>	<u>£463011</u>
 <u>Financed by</u>			
Creditors : amounts falling due after more than one year	12	-	13801
 <u>Capital and reserves:-</u>			
Revenue reserves:			
Income and expenditure account	14	438223	449210
		<hr/>	<hr/>
		<u>£438223</u>	<u>£463011</u>

The accounts were approved by the Executive Committee/Board on 15 February 2006 and signed on its behalf by:

Mrs A A Turner

AA Turner

Miss M J Winterbourne

M J Winterbourne

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2005

1 Status of society

The society is registered under the:

Companies Act 1985 (registered number 643334) and the Housing Act 1974 (Housing Corporation registered number H2109), and is a registered charity (number 220611).

The society is wholly engaged in hostel activities as defined in the Housing Act 1974.

2 Accounting policies

2.1 General

The principal accounting policies of the society are set out in the following subparagraphs.

2.2 Accounting basis

These accounts are prepared under the historical cost convention, in accordance with applicable Accounting Standards in the United Kingdom, the Statement of Recommended Practice (the SORP) issued by the National Federation of Housing Associations, The Housing Act 1996, and with the Accounting Requirements for registered social landlords General Determination 2000.

2.3 Turnover

Turnover comprises rental and service income receivable.

2.4 Fixed assets - Housing land and buildings

Housing land and buildings are stated at cost.

2.5 Depreciation

2.5.1 Housing land and buildings

No depreciation is charged on the housing property because it is maintained in a state of repair such that the estimated residual value of land and buildings at the date of the balance sheet is not less than its net book amount. The annual charge for depreciation therefore would be immaterial.

2.5.2 Fixtures and equipment

Depreciation is charged on the straight line basis at 20% per annum on cost.

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2005 (CONTINUED)

2.6 Allocation of expenses

Expenses are allocated to management, repairs and service costs on the basis of the proportion of time or other relevant factors attributable to these activities.

2.7 Stocks

Stocks are in the nature of catering foodstuffs and are valued at the lower of cost and net realisable value.

2.8 Corporation Tax and VAT

The society has charitable status and is exempt from Corporation Tax on the income it has received.

The society was not VAT registered at any time during the year ended 30 September 2005.

2.9 Pensions

The society has no pension arrangements for its employees, other than Social Security benefits.

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2005

	<u>2005</u>	<u>2004</u>
	£	£
3 Operating Deficit		
This is stated after charging:		
Operating costs including:-		
Depreciation	1556	785
Auditors' Remuneration - audit services	450	450
- other services	<u>1137</u>	<u>1195</u>

4 a) Particulars of turnover, cost of sales and operating deficit

	Turnover	Operating Costs	Operating Deficit
	£	£	£
Social housing lettings			
Year ended 30 September 2005	<u>36155</u>	<u>60121</u>	<u>23966</u>
Year ended 30 September 2004	<u>29562</u>	<u>36874</u>	<u>7312</u>

b) Particulars of income and expenditure from social housing lettings

Residential homes

	Year ended 30 September 2005 Total £	Year ended 30 September 2004 Total £
Rent receivable	52923	51566
Voids	<u>16768</u>	<u>22004</u>
Turnover from social housing lettings	<u>36155</u>	<u>29562</u>
Management	10579	4553
Routine maintenance	4296	2399
Major repairs expenditure	11936	-
Services	<u>33310</u>	<u>29922</u>
Operating costs on social housing lettings	<u>60121</u>	<u>36874</u>
Operating deficit on social housing lettings	<u>£23966</u>	<u>£7312</u>

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2005

5	Employees	<u>2005</u>	<u>2004</u>
		£	£
	Employee costs:		
	Salaries and wages	9590	10077
	Social security costs	596	549
		<hr/>	<hr/>
		<u>£10186</u>	<u>£10626</u>

Average weekly number of employees during the year:

Hostel staff	<u>1</u>	<u>2</u>
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6 Directors' emoluments

No emoluments were payable for either the current or preceding year.

There were no pension arrangements in place in either year.

No compensation was payable in respect of either year.

No consideration was payable in either year in respect of services provided by third parties for making available personnel.

7 Interest receivable and other income

Bank interest	12704	12061
Donations	275	1355
	<hr/>	<hr/>
	<u>£12979</u>	<u>£13416</u>

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2005

8 Housing land and buildings (Freeholds)

	<u>Total</u>
Cost	
At 1 October 2004	163299
Additions	23942
	<hr/>
At 30 September 2005	187241
Depreciation	
At 1 October 2004	28468
Charge for the year	-
	<hr/>
At 30 September 2005	28468
	<hr/>
<u>Net book amount at 30 September 2005</u>	<u>£158773</u>
<u>Net book amount at 30 September 2004</u>	<u>£134831</u>

9 Fixtures and equipment

	<u>Total</u>
Cost	
At 1 October 2004	12816
Additions	5994
	<hr/>
At 30 September 2005	18810
	<hr/>
Depreciation	
At 1 October 2004	11992
Charge for the year	1556
	<hr/>
At 30 September 2005	13548
	<hr/>
<u>Net book amount at 30 September 2005</u>	<u>£5262</u>
<u>Net book amount at 30 September 2004</u>	<u>£824</u>

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2005

10	Debtors	<u>2005</u>	<u>2004</u>
		£	£
	Debtors	-	2984
	Prepayments	186	190
		—	—
		<u>£186</u>	<u>£3174</u>
11	Creditors - Falling due within one year		
	Received in advance	-	748
	Accruals	2058	1962
	Taxation and social security	417	379
		—	—
		<u>£2475</u>	<u>£3089</u>
12	Creditors - Falling due after more than one year		
	Social Housing Grant	-	13801
		—	—
		=	<u>£13801</u>
13	Share Capital		
	The society is a company limited by guarantee and has no share capital. Each member has undertaken to contribute an amount not exceeding £1 in the event of the company being wound up while he is a member or within one year of ceasing to be a member.		
14	Revenue Reserves		
		Income and	
		<u>Expenditure Account</u>	
		£	
	At 1 October 2004	449210	
	Deficit for the year	(10987)	
		—	
	At 30 September 2005	<u>£438223</u>	

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2005

15	Housing Stock	<u>Units in Management</u>	
		<u>2005</u>	<u>2004</u>
	Hostel Accommodation		
	- number of bed spaces	<u>8</u>	<u>8</u>
16	Payments to creditors		
	Average number of days between receipt and payment of purchase invoices	<u>7</u>	<u>7</u>

THE ABBEYFIELD CHELTENHAM SOCIETY LIMITED

DETAILED HOSTEL PROPERTY REVENUE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2005

	<u>2005</u>	<u>2004</u>
	£	£
Income		
Residents' charges	52923	51566
Losses arising from vacancies and absences	16768	22004
	<u>36155</u>	<u>29562</u>
Turnover - Net income from residents' charges		
	<u>36155</u>	<u>29562</u>
Expenditure		
Management expenses		
Insurance	749	742
Telephone - administration	183	199
Membership fee - The Abbeyfield Society	999	1213
Auditors remuneration	1587	1645
Legal and professional fees	6993	566
Stationery and postage	47	173
Bank charges	<u>21</u>	<u>15</u>
	<u>10579</u>	<u>4553</u>
Repairs and maintenance		
Day to day repairs	4296	2399
Major repairs	<u>11936</u>	<u>-</u>
	<u>16232</u>	<u>2399</u>
Service costs		
Care and catering		
Employee costs	10186	10626
Self-employment costs	5015	2855
Food costs and cleaning	9108	7981
Garden maintenance	1640	2026
Rates	1909	1798
Heating and lighting	3274	3125
Sundry expenses	622	726
Depreciation - Fixtures, fittings and equipment	<u>1556</u>	<u>785</u>
	<u>33310</u>	<u>29922</u>
Operating costs	<u>60121</u>	<u>36874</u>
Hostel property revenue operating deficit	<u>£23966</u>	<u>£7312</u>

EXECUTIVE COMMITTEE

President: Mr P D Little

Chairman: Mrs A A Turner

Hon Secretary: Miss M J Winterbourne

Hon Treasurer: Mr P J Sullings

Mrs J Beacon Mrs B D Sullings Mrs P Seabrook Mrs A Watson

The Committee is supported by Mr A Aldridge (part-time administrator)

CHAIRMAN'S REPORT FOR THE ANNUAL GENERAL MEETING ON WEDNESDAY 22nd MARCH 2006

I have now completed my eighth year as Chairman. As I have written these annual reports for the past years I realise that they cannot contain everything we spend time on during the year but I hope they give information on what we think is important and what we achieve with the resources we have. Also, as I write it is borne in upon me how quickly time flies at a frightening rate!

On behalf of us all I particularly thank Margaret Winterbourne, our Hon Secretary who is a great source of information about this Abbeyfield and who looks after Abbeyfield matters in general. She also works with Supporting People and knows their rules and regulations.

We are greatly indebted to Peter Sullings our Hon Treasurer, who has guided us through the workings of our finances for some years. This is no easy job and we are very grateful to him. He now has indicated that he would like to retire and we are trying to find a replacement for him. Knowing the shortage of Treasurers throughout the country, this will be difficult.

Peter and Barbara have for many years maintained a close contact with the house and with the residents. We are most grateful to them.

I also thank Anne Watson, Jenny Beacon and Pat Seabrook who have supported us and devoted their time as Committee Members in a valuable way.

Tony Aldridge came in the first instance to help with the Abbeyfield Standard in May 2002. He was already a paid administrator for the Abbeyfield North Gloucestershire Group of Societies (ANGGOS). We have not formally achieved the Abbeyfield Standard, but have made considerable progress in adopting policies and procedures in accordance with the Standard and with the requirements of Supporting People. As time has gone by Tony has been increasingly involved with house activities, general maintenance and the residents. We are very pleased to have him with us.

I also appreciate help and advice from Iris Trask, our regional representative who regularly attends our meetings and tells us of Abbeyfield outside Cheltenham!

Heathercroft – 37 St. Luke's Road, Cheltenham.

Residents

Room 1 Vacant
Room 2 Mr Morris Norton Stephens remains with us although his health is not good
Room 3 Mr Edward Newman remains with us
Room 4 Guest Room
Room 5 Mr Eddie Read – long term resident.
Room 6 Mr John Wintle remains with us but as I write is in hospital.
Room 7 Vacant
Room 8 Mrs Mavis Davies remains with us

As you can see we are in urgent need of more residents and, despite any plans we have for work to be done in the house, we will attempt to find some.

Housekeeper and Other Staff

Miss Mary Jones is still our Housekeeper of many years standing. It is partly due to her excellent care and concern that we were able to retain some of our most frail and elderly residents. We have an excellent deputy housekeeper, Mrs. Betty Nation, who also ably assists Mary especially when Mary has not been well. Betty is popular with the residents.

General Comments

As I said above, this report cannot contain everything we do but our monthly minutes contain an accurate record of our activities. I write in more detail about some of the more important items we have worked on.

General Maintenance

General maintenance and redecoration has been carried on throughout the year. Tony Aldridge has organised electrical jobs and other maintenance. He and Barbara Sullings have kept an eye on what needs doing and faithfully report on the house.

The Conservatory

During the year this extra room was completed. Because of planning rules and regulations the conservatory has turned out to be more of a solid brick-built construction and is called instead The Garden Room. It is well furnished and is a valuable meeting room and social space. I thank those who organised the furnishings and the blinds – all of the committee really but I mention Jenny Beacon, Anne Watson, Pat Seabrook and Tony Aldridge. On 11th November a coffee morning was held to thank Mrs Margaret Copeland's daughter for the legacy her mother left towards furnishing the garden room.

The Heating

This had not been satisfactory for some years and has constantly been reported on. We commissioned Barry Watkins and Associates to report fully on the overall condition of the heating system and then Mechanical Installation Heating Systems were asked to work on the heating to give us a more reliable service until a new system can be installed.

Gas Meter

In January 2006 the main gas meter, which was in a cellar, was sealed off and a new meter put on an outside wall. This was for safety reasons.

The Future

As the trustees decided not to apply for membership of Abbeyfield UK (a decision we have not regretted) we are now members of ANGGOS and regularly attend their meetings. This is a loosely bound unofficial group, which seeks to provide support and advice for the member societies. We are pleased to be part of this larger family and to rely on Tony Aldridge, our part-time administrator who plays an important role in ANGGOS.

We have made progress in the last year for plans for a major upgrade of the house. It is apparent that with the house in its present state we do not attract residents and we need more up to date facilities e.g. en suite bathrooms. Plans were drawn up by our building surveyor Richard Basnett, and then re-drawn to suit the Borough planners. It seems now that we shall soon receive official planning permission. As you see from the annual accounts we have some money behind us but will need extra grants, which can be applied for when we have the latest costs. An initial approach has been made to the Housing Corporation. We cannot say when this building work can be carried out but it is an exciting project.

For several years I reported that we need more volunteers to maintain our status as an Abbeyfield society but that, in common, with other charities volunteers are difficult to find. We are still in need of more volunteers!!

I close by thanking you all and wish you all very well for the forthcoming year.

Audrey Turner
Chairman.

