

**THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED**

**EXECUTIVE COMMITTEE'S REPORT  
AND UNAUDITED ACCOUNTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2014**

**Charity Registration No. 232276**

**Company Registration No. 00730992 (England and Wales)**

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# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Executive Committee

Christopher R Dickson  
Donald M Knight  
Brian Lodge  
William F McNaughton  
Rosemary S Unsworth  
Pamela Wilcock  
E Terence Winwood

### Secretary

E Terence Winwood

### Charity number

232276

### Company number

00730992

### Registered office

Unit 2, Olympic Court  
Boardmans Way  
Whitehills Business Park  
Blackpool  
Lancashire  
FY4 5GU

### Independent examiner

Champion Haworth Moore Limited  
Unit 2, Olympic Court  
Boardmans Way  
Whitehills Business Park  
Blackpool  
Lancashire  
FY4 5GU

### Solicitors

Bradshaws, Hamer Park and Haworth  
285 Church Street  
Blackpool  
Lancashire  
FY1 3PF

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# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

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# **THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED**

## **EXECUTIVE COMMITTEE'S REPORT**

### **FOR THE YEAR ENDED 30 SEPTEMBER 2014**

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The Executive Committee of the Abbeyfield Blackpool Society Limited (hereinafter referred to as "the Society") presents its report and accounts for the financial year ended 30 September 2014.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the society's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005.

#### **Structure, governance and management**

The Society is registered under the Companies Act and is a Company Limited by Guarantee and not having a share capital. The Society is also registered as a charity, the objects of which are to provide accommodation for lonely and elderly people.

The Directors of the Company and registered Trustees of the Charity during the year were:

Christopher R Dickson

John R Fearnside

(Resigned 4 April 2014)

Donald M Knight

Brian Lodge

William F McNaughton

Rosemary S Unsworth

Pamela Wilcock

E Terence Winwood

None of the Directors has any beneficial interest in the company and guarantee to contribute £1 in the event of a winding up.

There were no related party transactions during the year. The Society is affiliated to the Abbeyfield Society.

All members of the Executive Committee, in addition to their collective responsibilities assume, after an initial period of learning and familiarisation, a specific operational role within the society, having cognisance, inter alia, of an individual's specific skills and experience.

New members of the Executive Committee are appointed by way of a formal application and interview process. Their appointment is confirmed at the next Annual General Meeting.

The Society is managed by an Executive Committee comprised of all the serving Directors of the Company, which is responsible for establishing and maintaining the policies and procedures of the organisation in compliance with current legislation and best operating practices, recruitment of volunteers and staff and compliance with all statutory regulations and fiscal requirements of a Limited Company and Registered Charity.

All Society funds are unrestricted and the Executive Committee is responsible for all financial matters. The risks to which the Society may be exposed have been assessed and the Executive Committee is satisfied that systems are in place to mitigate the effects of the risks coming to fruition.

# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## EXECUTIVE COMMITTEE'S REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 SEPTEMBER 2014**

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### Objectives and activities

The objects of the Society are met by managing three residential homes in Blackpool.

Each home is staffed by a resident House Manager, together with a Relief House Manager, who is responsible to the Executive Committee, for the day to day operation of the house. In addition the Society employs a Support Manager, who provides cover to designated house staff at times of routine and unexpected absence. The Executive Committee is assisted in its monitoring of the operation and as a primary contact, with the Society, for potential new residents by an Administrator. All staff members' responsibilities are contained in individual Job Descriptions appended to their terms and contracts of employment.

All potential residents are assessed for their suitability for entrance into an Abbeyfield Supported Sheltered Home. If following an assessment of the application and an interview it is thought that the candidate meets the Society's requirements and vice versa, it is a requirement that each individual stays for a week at the home of their choice to ensure that both parties are content to formalise the arrangement.

Over the past year the Society has continued to provide accommodation for the lonely and elderly in fulfilment of its charitable objectives.

The Society has continued to routinely maintain its properties through an annually budgeted programme of repair, decoration, furnishing and refurbishment. Any unforeseen breakages or property damage is reported by House Staff to the Executive Committee, who have the incident assessed and rectified as appropriate.

### Achievements and performance

Planning applications for extensions and alterations to the properties at Harrowside and Norbreck Road were sought and obtained. The proposed changes at Norbreck Road were deferred but those at Harrowside, and extension and alterations to the lounge/dining room, which significantly increased its area, together with extensive re-decoration and carpeting of the communal areas, were completed at the end of August.

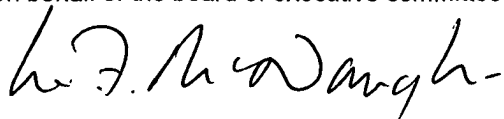
Unfortunately continuing low occupancy rates, even following the action taken in the last Financial Year to reduce the number of houses from four to three, resulted in a decision taken to close the Boscombe Road property in September and place the property on the market. The remaining residents were successfully relocated to the neighbouring property at Harrowside.

### Financial review

The results for the year are as set out in the attached Statement of Financial Activities. There was a net operational deficit for the year amounting to £50,071, which has been deducted from reserves brought forward.

At 30 September 2014 the Society had an accumulated surplus of £844,813, with free reserves of £341,833.

On behalf of the board of executive committee



**William F McNaughton**

Committee Member

Dated: 4 Dec 2014

# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## INDEPENDENT EXAMINER'S REPORT

### TO THE EXECUTIVE COMMITTEE OF THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

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I report on the accounts of the society for the year ended 30 September 2014, which are set out on pages 4 to 10.

#### Respective responsibilities of executive committee and examiner

The executive committee, who are also the directors of The Abbeyfield Blackpool Society Limited for the purposes of company law, are responsible for the preparation of the accounts. The executive committee consider that an audit is not required for this year under section 144(2) of the Charities Act 2011, the 2011 Act, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

#### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Champion Haworth Moore Ltd

#### Champion Haworth Moore Limited

Unit 2, Olympic Court  
Boardmans Way  
Whitehills Business Park  
Blackpool  
Lancashire  
FY4 5GU

Dated: 14 December 2014.

# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2014

	Notes	2014 £	2013 £
<b><u>Incoming resources from generated funds</u></b>			
Donations and legacies	2	1,953	-
Investment income	3	4,834	4,572
		<u>6,787</u>	<u>4,572</u>
Residential charges	4	189,768	256,795
Profit on Sale of Property	5	-	175,055
		<u>-</u>	<u>175,055</u>
<b>Total incoming resources</b>		<u>196,555</u>	<u>436,422</u>
<b><u>Resources expended</u></b>	6		
<b>Charitable activities</b>			
Residential homes running costs		238,173	296,112
		<u>238,173</u>	<u>296,112</u>
Governance costs		7,734	1,730
		<u>7,734</u>	<u>1,730</u>
<b>Total resources expended</b>		<u>245,907</u>	<u>297,842</u>
<b>Net (expenditure)/income for the year/ Net (outgoing)/incoming resources</b>		<b>(49,352)</b>	<b>138,580</b>
<b>Other recognised gains and losses</b>			
(Losses)/gains on investment assets		(719)	-
		<u>(719)</u>	<u>-</u>
<b>Net movement in funds</b>		<b>(50,071)</b>	<b>138,580</b>
Fund balances at 1 October 2013		894,884	756,304
		<u>894,884</u>	<u>756,304</u>
<b>Fund balances at 30 September 2014</b>		<b>844,813</b>	<b>894,884</b>
		<u>844,813</u>	<u>894,884</u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## BALANCE SHEET

AS AT 30 SEPTEMBER 2014

	Notes	2014 £	£	2013 £	£
<b>Fixed assets</b>					
Tangible assets	9	502,980		452,607	
<b>Current assets</b>					
Debtors	10	883		789	
Cash at bank and in hand		347,073		454,146	
		<u>347,956</u>		<u>454,935</u>	
<b>Creditors: amounts falling due within one year</b>	11	<u>(6,123)</u>		<u>(12,658)</u>	
<b>Net current assets</b>		<u>341,833</u>		<u>442,277</u>	
<b>Total assets less current liabilities</b>		<u><u>844,813</u></u>		<u><u>894,884</u></u>	
<b>Income funds</b>					
Unrestricted funds		<u>844,813</u>		<u>894,884</u>	
		<u><u>844,813</u></u>		<u><u>894,884</u></u>	

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 September 2014. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 4/12/2014



Rosemary S Unsworth  
Committee Member

Company Registration No. 00730992



# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2014

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### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

#### 1.2 Incoming resources

Residential charges are shown in full in the year in which they are received. Other income by way of interest, donations and legacies is also included in full in the year in which it is received.

#### 1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred and is allocated between the following categories:

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the statutory requirements of the charity and include the independent accountant's fees and costs linked to the management of the charity.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Depreciation on buildings is charged at 2% on cost.

### 2 Donations and legacies

	2014 £	2013 £
Donations and gifts	<u>1,953</u>	<u>-</u>

# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2014

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### 3 Investment income

	2014 £	2013 £
Dividends received	1,968	-
Interest receivable	2,866	4,572
	<u>4,834</u>	<u>4,572</u>

### 4 Residential charges

	2014 £	2013 £
Residential charges from a maximum of 30 Residents	<u>189,768</u>	<u>256,795</u>

### 5 Profit on Sale of Property

	Total 2014 £	Total 2013 £
Net gain on disposal of fixed assets	<u>-</u>	<u>175,055</u>

# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2014

### 6 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2014 £	Total 2013 £
<b>Charitable activities</b>					
<u>Residential homes running costs</u>					
Activities undertaken directly	84,248	5,732	132,681	222,661	271,159
Support costs	-	-	15,512	15,512	24,953
<b>Total</b>	<b>84,248</b>	<b>5,732</b>	<b>148,193</b>	<b>238,173</b>	296,112
<b>Governance costs</b>	-	-	7,734	7,734	1,730
	<b>84,248</b>	<b>5,732</b>	<b>155,927</b>	<b>245,907</b>	297,842

Amounts included above under residential homes running costs - other costs comprise the following;

	Direct costs £	Support costs £	Total 2013 £
Council tax	6,665	-	8,360
Insurance	3,229	135	4,126
Heat, light and water	20,884	-	28,213
Repairs and maintenance	57,875	-	50,078
Food and household costs	31,041	-	40,123
Cleaning	8,094	-	10,353
Affiliation fee	-	8,330	10,592
Boscombe staircase project	-	-	-
Other costs	4,893	7,047	20,482
	<b>132,681</b>	<b>15,512</b>	172,327

The above costs include payments to the independent accountant of £1,570 (2013 - £1,530) in respect of accountancy services and £600 (2013 -£300) for other services.

### 7 Executive Committee

None of the executive committee (or any persons connected with them) received any remuneration. Some of the trustees were reimbursed expenses in respect of travelling costs, postage, stationery etc. and these totalled £1,237.

# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 30 SEPTEMBER 2014**

### 8 Employees

#### Number of employees

The average monthly number of employees during the year was:

	<b>2014</b>	2013
	<b>Number</b>	Number
Hostel staff	<b>5</b>	6
Administration staff	<b>1</b>	1
	<b>6</b>	7

#### Employment costs

	<b>2014</b>	2013
	<b>£</b>	£
Wages and salaries	<b>81,815</b>	113,409
Social security costs	<b>2,031</b>	4,652
Other pension costs	<b>402</b>	402
	<b>84,248</b>	118,463

There were no employees whose annual remuneration was £60,000 or more.

# THE ABBEYFIELD BLACKPOOL SOCIETY LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2014

### 9 Tangible fixed assets

	Freehold Properties	Fixtures, fittings & equipment	Total
	£	£	£
<b>Cost</b>			
At 1 October 2013	564,375	-	564,375
Additions	54,055	2,051	56,106
<b>At 30 September 2014</b>	<b>618,430</b>	<b>2,051</b>	<b>620,481</b>
<b>Depreciation</b>			
At 1 October 2013	111,769	-	111,769
Charge for the year	5,322	410	5,732
<b>At 30 September 2014</b>	<b>117,091</b>	<b>410</b>	<b>117,501</b>
<b>Net book value</b>			
<b>At 30 September 2014</b>	<b>501,339</b>	<b>1,641</b>	<b>502,980</b>
At 30 September 2013	452,607	-	452,607

<b>10 Debtors</b>	<b>2014</b>	<b>2013</b>
	£	£
Prepayments and accrued income	<b>883</b>	789

<b>11 Creditors: amounts falling due within one year</b>	<b>2014</b>	<b>2013</b>
	£	£
Accruals	<b>6,123</b>	12,658

### 12 Pension and other post-retirement benefit commitments

Defined contribution

	<b>2014</b>	<b>2013</b>
	£	£
Contributions payable by the company for the year	<b>402</b>	402