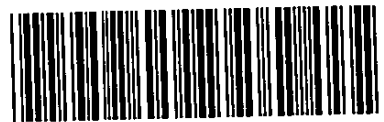


Company Registration No. 754694 (England and Wales)

**THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**  
**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2013**

WEDNESDAY



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COMPANIES HOUSE

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## LEGAL & ADMINISTRATIVE INFORMATION

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<b>Board of Trustees</b>	F Fay - Treasurer B R Bunn - Chairman D C Hogg A McInnes S J Roberts H Cairns P C Dixon - Vice Chairman A Reed J Stephens S Hale
<b>Secretary</b>	D C Hogg
<b>Company number</b>	754694
<b>Charity number</b>	238168
<b>Registered office</b>	44 Westfield Drive Loughborough Leicestershire LE11 3QL
<b>Auditors</b>	Marsh & Moss Limited The Gables Bishop Meadow Road Loughborough Leicestershire LE11 5RE
<b>Business address</b>	44 Westfield Drive Loughborough Leicestershire LE11 3QL
<b>Bankers</b>	National Westminster Bank plc Market Place Loughborough Leicestershire LE11 3NZ
<b>Solicitors</b>	Mr D Paggett-Wright Moss Solicitors 80-81 Woodgate Loughborough Leicestershire LE11 2XE

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# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

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# **THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**

## **REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 31 MARCH 2013**

---

The board of trustees (who are also the directors of the society for the purpose of company law) present their report and financial statements for the year ended 31 March 2013

### **Status**

The society is a company limited by guarantee (Number 754694), having no share capital and with solely charitable purposes. It is also a registered charity (Number 238168) and with the Housing Corporation as a housing association (Number HO595)

### **Principal activities and review of the business**

The society's principal activity for the year under review has been that of providing very sheltered and residential accommodation for the frail elderly and elderly residents with dementia

The trustees can report an operating deficit for the year of £14,442 compared to a deficit of £41,102 for the previous year. This reflects an increase in gross surplus from £190,440 to £243,365 for the year, and a reduction in losses arising from vacancies from £20,799 to £14,252

The above contribute towards the surplus on ordinary activities before transfers of £34,955. Last year the surplus was £188,917 but included the sale of Victoria Street of £178,565

The reserves of the society remain in a strong position with £1,168,283 in undesignated reserves. This allows the society to continue with its objectives of enhancing the quality of care received by the residents

### **Public benefit**

The society is run by a board of trustees comprised entirely of volunteers. It also relies heavily on volunteers throughout the society to assist with fundraising, activities and events. The society budgets for £10,000 of unrecoverable residents fees per annum and is very sympathetic to residents who become unable to pay due to a change in their circumstances

The level of fees is currently maintained at a charge that is considered to be affordable to all and is competitive in the current market

The board of trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities they should undertake

### **Reserves**

There have been several transfers between the reserves of the society, as detailed in the Income and Expenditure Account and the accompanying notes. It is proposed that the retained surplus of £71,388 is transferred to reserves

### **Reserves policy**

The level of reserves remains high in order for the society to guarantee the level of care they can provide to residents in the future. In particular £34,071 has been transferred to the Capital Expenditure Reserve to maintain it at an appropriate level

As detailed below the board of trustees are aware of the changing needs of the people in society and recognise that these changes may require additional funding

### **Market value of land and buildings**

The board of trustees is of the opinion that the market value for the existing use of the land and buildings is £6,039,291 (2012 £5,973,581). This is based upon insurance valuations and has not been incorporated in the financial statements

# **THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**

## **REPORT OF THE BOARD OF TRUSTEES(CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013**

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### **Future developments**

The objectives of the society are to continue to provide a high level of care and support both in the care home and the two sheltered houses

The board of trustees is aware of the changing needs of people in society and in particular the increasing prevalence of dementia and the problems associated with it

Westfield House continues to develop in the care of those diagnosed with dementia, ensuring that new methods and information through research is considered and implemented to ensure the best possible care for our Residents

Improvements to the facilities at Westfield House are planned for the next financial year

The current Government policy to support people in their own homes continues to impact on the Sheltered Houses. However on average we have managed to keep void levels at a minimum over the past year. The board of trustees remain mindful that the concept of Sheltered Housing may need to change and any future plans need to be carefully considered in order to enable the society to remain viable for the foreseeable future

The board of trustees did explore the possible purchase of a neighbouring property on Ashby Road, but after careful consideration it was decided that the overall costs required would be too much

### **Risk assessment**

The board of trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the society, and are satisfied that systems are in place to mitigate our exposure to the major risks

### **Investment policy**

Quarterly meetings take place with Barclays Wealth and they have assessed Abbeyfield's risk profile as being at the low end of medium. The basic mix of the portfolio is 50% stock market and 50% bank deposits

Other money is kept on deposit at other banks and building societies. The aim is to maximise the income from the society's reserves

### **Organisational structure**

The society has a clear functional organisational structure with each house benefiting from professional care and catering staff. There is also a well defined administration function within the society and an active board of trustees who oversee all decision making

# **THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**

## **REPORT OF THE BOARD OF TRUSTEES(CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013**

---

### **Members of the Board of Trustees**

In accordance with the Articles of Association the members of the board of trustees as below, are members of the society

F Fay - Treasurer

B R Bunn - Chairman

D C Hogg

A McInnes

S J Roberts

H Cairns

P C Dixon - Vice Chairman

A Reed

J Stephens

S Hale

(Appointed 30 October 2012)

### **Trustee recruitment**

The board of trustees is typically comprised of between ten and twelve individuals with a cross section of management skills. Potential trustees are initially approached by existing board members and invited to attend two board meetings to gain an understanding of the operations of the society. They are also shown around the society's houses to see how they operate.

Following this process an invitation to join the board is made. The training needs of new board members are assessed based on their existing skills and experience and the need for future training is kept under constant review.

### **Auditors**

In accordance with the company's articles, a resolution proposing that Marsh & Moss Limited be reappointed as auditors of the company will be put at a General Meeting.

# **THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**

## **REPORT OF THE BOARD OF TRUSTEES(CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013**

---

### **Responsibilities of the Board of Trustees**

The Board are responsible for preparing the Report of the Board of Trustees in accordance with applicable law and regulations

Company law requires the Board to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) Under company law the Board must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the association and of the surplus of the association for that period In preparing these financial statements, the Board is required to

- select suitable accounting policies and then apply them consistently,
- make judgements and accounting estimates that are reasonable and prudent,
- state whether applicable Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the association will continue in business

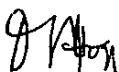
The Board are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the association and enable it to ensure that the financial statements comply with the Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2012 It has a general responsibility for taking reasonable steps to safeguard the assets of the association and to prevent and detect fraud and other irregularities

### **Statement of disclosure to auditor**

(a) so far as the members are aware, there is no relevant audit information of which the association's auditors are unaware, and

(b) they have taken all the steps that they ought to have taken as members in order to make themselves aware of any relevant audit information and to establish that the association's auditors are aware of that information

By order of the Board



Mr D C Hogg

**Secretary**

24 September 2013

# **THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**

## **INDEPENDENT AUDITORS' REPORT**

### **TO THE MEMBERS OF THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**

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We have audited the financial statements of The Abbeyfield Loughborough Society Limited for the year ended 31 March 2013 set out on pages 7 to 17. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the housing association's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and section 137 of the Housing and Regeneration Act 2008. Our audit work has been undertaken so that we might state to the association's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the association and the association's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of board and auditors**

As explained more fully in the Board's Responsibilities Statement set out on pages 1 - 4, the board members (who are also the directors of the association for the purpose of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

#### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the association's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the board, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Board of Trustees to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on financial statements**

In our opinion the financial statements

- give a true and fair view of the state of the association's affairs as at 31 March 2013, and of its income and expenditure, for the year then ended, and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been properly prepared in accordance with the requirements of the Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2012.

#### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Report of the Board of Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.



# **THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**

## **INDEPENDENT AUDITORS' REPORT (CONTINUED)**

### **TO THE MEMBERS OF THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED**

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#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of board members remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the board members were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the trustees report

In addition, we have nothing to report in respect of the following matter where the Housing and Regeneration Act 2008 requires us to report to you if, in our opinion

- a satisfactory system of control over transactions has not been maintained

**Mr Martin Shannon F C C.A (Senior Statutory Auditor)**  
**for and on behalf of Marsh & Moss Limited**

12 October 2013

**Accountants and**  
**Statutory Auditor**

The Gables  
Bishop Meadow Road  
Loughborough  
Leicestershire  
LE11 5RE

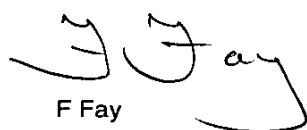
# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2013

	Notes	2013 £	2012 £
<b>Turnover</b>	<b>2</b>	1,212,989	1,117,467
Cost of sales		(969,624)	(927,027)
<b>Gross surplus</b>		243,365	190,440
Management expenses		(257,807)	(231,542)
<b>Operating deficit</b>	<b>3</b>	(14,442)	(41,102)
Interest receivable and similar income	<b>4</b>	47,142	55,243
Amounts written off investments	<b>5</b>	2,255	(3,789)
Profit on sale of freehold property		-	178,565
<b>Surplus on ordinary activities before transfers</b>		34,955	188,917
<b>Transfers (To) / From Designated Reserves</b>			
Capital Expenditure Reserve	<b>13</b>	-	1,000
General Charitable Reserve	<b>13</b>	9,950	(7,954)
Housing Property Expenditure Reserve	<b>13</b>	-	(26,073)
Property Fixed Asset Reserve	<b>13</b>	26,483	225,744
<b>Retained Surplus for the year</b>	<b>13</b>	71,388	381,634

None of the Society's activities were acquired or discontinued during the above two financial years

The Income and Expenditure account was approved by the Board on 24 September 2013

  
F Fay

  
D C Hogg

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## THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

### STATEMENT OF TOTAL RECOGNISED SURPLUSES AND DEFICITS FOR THE YEAR ENDED 31 MARCH 2013

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	2013 £	2012 £
Surplus for the financial year	34,955	188,917
Unrealised surplus on investment	59,272	11,348
Total recognised deficits and surpluses relating to the year	<u>94,227</u>	<u>200,265</u>

---

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## BALANCE SHEET AS AT 31 MARCH 2013

	Notes	2013 £	£	2012 £	£
<b>Fixed assets</b>					
Housing properties at depreciated cost		2,397,839		2,424,160	
Less Social housing grant		(913,898)		(913,898)	
<b>Net book value of housing properties</b>	<b>6</b>		1,483,941		1,510,262
Investments	<b>7</b>		930,448		861,051
Other fixed assets	<b>6</b>		108,329		102,536
<b>Total fixed assets</b>			2,522,718		2,473,849
<b>Current assets</b>					
Debtors	<b>9</b>	41,345		40,648	
Cash at bank and in hand		643,431		551,600	
		684,776		592,248	
<b>Creditors amounts falling due within one year</b>	<b>11</b>	(193,955)		(146,785)	
<b>Net current assets</b>			490,821		445,463
<b>Total assets less current liabilities</b>			3,013,539		2,919,312
<b>Capital and reserves</b>					
Designated reserves					
Property fixed asset reserve	<b>13</b>		1,489,796		1,516,279
Capital expenditure reserve	<b>13</b>		30,000		30,000
General charitable reserve	<b>13</b>		59,371		69,321
Housing property repair reserve	<b>13</b>		100,000		100,000
General reserves					
Revaluation reserve	<b>13</b>		166,089		106,817
Income and expenditure account	<b>13</b>		1,168,283		1,096,895
			3,013,539		2,919,312

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006

The financial statements were approved by the Board on *24<sup>th</sup> September 2013*

  
F Fay

  
D C Hogg

Company Registration No 754694

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2013

---

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements have been prepared under the historical cost convention and are in accordance with applicable financial reporting standards, the 'Statement of Recommended Practice Accounting by registered social landlords' issued in 2008, and the Accounting Determination 2006

The society is a company limited by guarantee (Number 754694), having no share capital and with solely charitable purposes. It is also registered as a charity (Number 238168) and with the Housing Corporation as a housing association (Number HO595)

#### 1.2 Turnover

Turnover represents the total rental income receivable, income from the sale of properties, fees and grants from local authorities and The Housing Corporation

#### 1.3 Tangible fixed assets and depreciation

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

No depreciation is charged on the HAG assisted properties. For non HAG assisted properties, the original cost of the buildings is not depreciated as it is the society's policy to maintain these so as to extend their useful lives. Alterations however are depreciated on a straight line basis over 50 years

Office building alterations	Straight line over fifty years
Fixtures, fittings & equipment	Straight line over seven years

#### 1.4 Investments

Fixed asset investments are included at market value at the balance sheet date. Realised and unrealised gains (or losses) are reflected in the Income and Expenditure account in the year in which they occur

#### 1.5 Pensions

Pension contributions are charged to the income and expenditure account as incurred. These contributions are invested separately from the society's assets

#### 1.6 Corporation Tax and VAT

The society has charitable status and is exempt from Corporation Tax on the income it has received. The society is not registered for VAT. Accordingly no VAT is charged to residents and the expenditure in the Income and Expenditure account includes the relevant VAT

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2013**

---

### **1 Accounting policies (continued)**

#### **1.7 Social Housing Grant**

Where developments have been financed wholly or partly by Social Housing Grants (SHG), the cost of those developments has been reduced by the amount of the grant received

This policy is contrary to the treatment acceptable under the Companies Act 2006 which prohibits enterprises to which this legislation applies from accounting for grants made as a contribution towards expenditure on fixed assets by deducting the amount of the grant from the purchase price of the related asset

The accounting policy adopted is considered necessary for the accounts to show a true and fair view as it accords with the Statement of Recommended Practice Accounting by Registered Housing Associations

The board of trustees are of the opinion that the useful life of the society's properties are extended by continual repair and maintenance. Therefore there is no financial effect of the above departure

The Social Housing Grant is repayable under certain circumstances, such as the sale of the property

#### **1.8 Monetary Donations And General Charitable Reserve**

Monetary donations to the society are credited in the accounts on a receipts basis and are transferred to a general charitable reserve

#### **1.9 Housing Property Expenditure Reserve**

Housing property repair and maintenance expenditure is charged to the Income and Expenditure account in the period in which it is incurred. As part of the reserves of the society there exists a designated reserve for future significant expenditure of this nature. The board of trustees considers it prudent to allocate funds in this way so that such costs do not threaten the society's free reserves position. The level of the reserve is calculated as a reasonable estimate of the level of expenditure which may arise

#### **1.10 Mortgage Interest**

Interest on the mortgage or other loans financing a development is capitalised up to the relevant date of the interim SHG application. Interest on advances after the interim SHG application is capitalised up to the relevant date of the final SHG application. Both interim and final relevant dates are in accordance with the Department of Environment's circulars issued from time to time

#### **1.11 Capital Expenditure Reserve**

This reserve has been created to fund future expenditure on fixtures, fittings and equipment. The amount set aside is based on the society's obligations to replace assets of this type as they wear out

#### **1.12 Property Fixed Asset Reserve**

In order to fulfil its objective the society needs a number of properties. Although these properties are unrestricted assets they cannot be realised without undermining the society's work. The board of trustees therefore consider it appropriate to reflect the investment in properties by means of a designated fund

#### **1.13 Supporting People contracts**

Supporting People income and expenditure relating to services is accounted for on an accruals basis, matching income and expenditure, and disclosures are made in accordance with the relevant standards and legislation

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

### 1 Accounting policies (continued)

#### 1.14 Works to Existing Properties

All repairs and maintenance expenditure is charged to the income and expenditure account in the period in which it is incurred, unless the works carried out result in an enhancement of economic benefits of the asset, in which case the costs are capitalised

### 2 Turnover

Income from lettings	1,237,109	1,138,266
Quality Assessment Award	6,720	-
Losses arising from vacancies	(14,252)	(20,799)
Funding shortfall	(16,588)	-
Net income from residential charges	<u>1,212,989</u>	<u>1,117,467</u>

### 3 Operating deficit

	2013 £	2012 £
Operating deficit is stated after charging		
Depreciation of tangible assets	51,018	48,948
Loss on disposal of tangible assets	3,582	2,137
Auditors' remuneration - audit services	<u>8,793</u>	<u>5,647</u>

### 4 Interest receivable and other income

	2013 £	2012 £
Income from listed investments	17,124	16,596
Profit on disposal of listed investments	12,611	17,849
Other interest	-	2,256
Bank interest	14,060	7,685
Donations received	<u>3,347</u>	<u>10,857</u>
	<u>47,142</u>	<u>55,243</u>

### 5 Amounts written off investments

	2013 £	2012 £
Amounts written off fixed asset investments		
- temporary diminution in value	837	3,795
Amounts written off investments in prior years written back		
- fixed assets	<u>(3,092)</u>	<u>(6)</u>
	<u>(2,255)</u>	<u>3,789</u>

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2013

#### 6 Tangible fixed assets

	Freehold properties held for letting £	Office building alterations £	Fixtures, fittings & equipment £	Total £
<b>Cost or valuation</b>				
At 1 April 2012	2,687,894	8,124	219,552	2,915,570
Additions	-	-	34,071	34,071
Disposals	-	-	(68,893)	(68,893)
	<u>2,687,894</u>	<u>8,124</u>	<u>184,730</u>	<u>2,880,748</u>
Social Housing Grant	(913,898)	-	-	(913,898)
	<u>1,773,996</u>	<u>8,124</u>	<u>184,730</u>	<u>1,966,850</u>
At 31 March 2013				
<b>Depreciation</b>				
At 1 April 2012	263,734	2,107	123,033	388,874
On disposals	-	-	(65,311)	(65,311)
Charge for the year	26,321	162	24,534	51,017
	<u>290,055</u>	<u>2,269</u>	<u>82,256</u>	<u>374,580</u>
At 31 March 2013				
<b>Net book value</b>				
At 31 March 2013	<u>1,483,941</u>	<u>5,855</u>	<u>102,474</u>	<u>1,592,270</u>
At 31 March 2012	<u>1,510,262</u>	<u>6,017</u>	<u>96,520</u>	<u>1,612,799</u>

Costs charged to the income and expenditure account in the year in respect of works carried out to existing properties amount to £56,555 (2012 £64,806)



# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

### 7 Fixed asset investments

	Listed investments £
<b>Valuation</b>	
At 1 April 2012	821,295
Additions	175,156
Revaluation	71,740
Disposals	(148,880)
At 31 March 2013	<u>919,311</u>
<b>Cash deposits</b>	
At 31 March 2013	<u>11,137</u>
<b>Net book value</b>	
At 31 March 2013	<u><u>930,448</u></u>

The historical cost of these investments is £754,269 (2012 £719,332)

### 8 Social Housing Grant

Grants  
received for  
housing  
properties  
held for  
letting

Housing Association Grant

At 1 April 2012 and 31 March 2013 913,898

The amount of recycled capital grant at 1 April 2012 and 31 March 2013 is £56,381

9 Debtors	2013 £	2012 £
Residential charges due and unpaid	10,586	11,008
Other debtors	3,820	1,994
Prepayments and accrued income	26,939	27,646
	<u><u>41,345</u></u>	<u><u>40,648</u></u>

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2013**

### 10 Payment to Creditors

The average number of days between receipt and payment of purchase invoices is 25 (2012 24) days

11 Creditors amounts falling due within one year	2013 £	2012 £
Bank loans and overdrafts	-	4,488
Trade creditors	90,694	78,350
Rents paid in advance	48,467	25,871
Taxes and social security costs	11,893	9,541
Other creditors	1,120	1,553
Accruals and deferred income	41,781	26,982
	<u>193,955</u>	<u>146,785</u>

### 12 Pension costs

The society operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the society in an independently administered fund. Contributions payable by the society amounted to £5,809 (2012- £4,406). All contributions were paid in the year.

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2013

#### 13 Statement of movements on reserves

	Investment revaluation reserve	Designated reserves (see below)	Accumulated surplus
	£	£	£
Balance at 1 April 2012	106,817	1,715,600	1,096,895
Investment gain in year	69,485	-	-
Disposal of investment	(10,213)		
Retained surplus for the year	-	-	34,955
Reserves transfers	-	(36,433)	36,433
Balance at 31 March 2013	166,089	1,679,167	1,168,283
<b>Capital expenditure reserve</b>			
Balance at 1 April 2012		30,000	
Transfer to reserve during year		34,071	
Transfer from reserve during year		(34,071)	
Balance at 31 March 2013		30,000	
<b>General charitable reserve</b>			
Balance at 1 April 2012		69,321	
Transfer to reserve during year		3,347	
Transfer from reserve during year		(13,297)	
Balance at 31 March 2013		59,371	
<b>Housing property expenditure reserve</b>			
Balance at 1 April 2012		100,000	
Balance at 31 March 2013		100,000	
<b>Property Fixed Asset Reserve</b>			
Balance at 1 April 2012		1,516,279	
Transfer to reserve during the year		(26,483)	
Balance at 31 March 2013		1,489,796	

In order to fulfil its objective the society needs a number of properties. Although these properties are unrestricted assets they cannot be realised without undermining the society's work. The board of trustees therefore consider it appropriate to reflect the investment in properties by means of a designated fund.

The balance on the general charitable reserve represents the accumulated charitable donations received by the charity unexpended at the balance sheet date. There are no restrictions on the allocation of those receipts.

# THE ABBEYFIELD LOUGHBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

### 14 Accommodation in Management

At the start and end of the period there were 3 housing units

The number of rooms under management was 53 (2012 53)

### 15 Contingent liabilities

During the year a claim for damages was made against the society from an ex-employee in connection with an accident at work. At the time of approving the accounts the trustees had accepted that there is liability arising from the claim but because of uncertainties regarding specific matters which will affect the claim amount it is not yet possible to make a prudent estimate of the financial effect. The trustees are of the opinion that any financial liability will be covered by the society's insurance cover.

<b>16 Capital commitments</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>

At 31 March 2013 the company had capital commitments as follows

Authorised but not contracted for	260,000	46,750
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### 17 Employees

#### Number of employees

The average monthly number of employees (including directors) during the year was

	2013 Number	2012 Number
Administration	6	7
Care staff	70	71
	76	78

<b>Employment costs</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>

Wages and salaries	752,898	686,238
Social security costs	22,616	38,748
Other pension costs	5,809	4,406
	781,323	729,392

None of the trustees received any remuneration during the year