The Abbeyfield Dulwich Society Limited

Report And Financial Statements

30 September 2012



The Abbeyfield Dulwich Society Limited (A company limited by guarantee)

CONTENTS

	Page
Reference and administrative details of the charity, its trustees and advisers	1
Trustees' report	2 - 5
Independent auditors' report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 15
The following pages do not form part of the statutory financial statements	
Detailed income and expenditure account and summaries	16

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS

For the year ended 30 September 2012

Trustees

B St J Compton Carr A D G Hill L C S Mobbs Pitcher G Robinson S J Voss

Company registered number

00772489

Charity registered number

231852

Registered office

91 Stradella Road London SE24 9HL

Company secretary

B St J C Carr

Auditors

Rees Pollock 35 New Bridge Street London EC4V 6BW

TRUSTEES' REPORT

For the year ended 30 September 2012

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of The Abbeyfield Dulwich Society Limited (the company) for the year ended 30 September 2012. The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

a Constitution

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 20 August 1963

The principal object of the company is the establishment and management of houses for the elderly in accordance with the aims and principles of The Abbeyfield Society Limited

b. Method of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association

c. Policies adopted for the induction and training of Trustees

Beyond basic induction procedures, no formal training is provided. However, the Chairman and Secretary of the Executive Committee are qualified lawyers and are readily available should their fellow trustees need direction or advice.

d. Organisational structure and decision making

The Executive Committee is responsible for the supervision of the Society's activities. It has a minimum of three meetings annually and full minutes are circulated to all trustees who are all voluntary.

The management of the House is the responsibility of the House Committee which meets every eight weeks. The acting Chair of the House is the Chairman of the Executive Committee. The House has two housekeepers each of whom work 4 days on duty and 4 days off duty and relief housekeepers who work when the housekeepers are absent due to illness or holiday. The housekeepers report to a designated member of the House Committee.

e. Risk management

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the pastoral care of very frail residents, to the management of the House to ensure it is a safe environment and to financial control, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks

Objectives and Activities

a. Policies and objectives

The Society is a Registered Social Landlord and its principal activity is to provide accommodation and support for lonely and active elderly persons in accordance with the aims and principles of The Abbeyfield Society Limited

TRUSTEES' REPORT (continued)
For the year ended 30 September 2012

b. Strategies for achieving objectives

The aim of the Executive Committee is to achieve full occupancy. Notwithstanding long periods when the House is fully occupied, applicants for places are still sought and successful applicants are added to a waiting list. Most applicants for places are in their late eighties or early nineties and are often found to require extra care which the Society is unable and unqualified to provide, with the result that their applications have to be rejected. There, however, still remain others who can be accommodated when places are available.

c Activities for achieving objectives

The local chemists, doctors' surgeries and churches are leafleted and, when necessary, advertisements are inserted in local magazines

Achievements and performance

a. Review of activities

One of the Society's houses, 8 Stradella Road, was sold during the year and the net proceeds of sale, after deduction of professional fees and disbursements, were credited to the Society's bank account resulting in a considerable boost to the Society's funds. Also during the year three flatlets and a bedsit, which had become vacated due to the residents of those units requiring extra care and moving into care homes, were refurbished, at some expense, for the new occupants. The refurbishment resulted in the units being empty for a period of time to enable all the work to be done.

The housekeepers, supported by the members of the House Committee, continue to take every step to ensure that the residents are well looked after and have everything they need

b. Investment policy and performance

In accordance with the trust deed, the trustees have a wide power of investment. The trustees have always adopted a policy of investing in low risk investments that will allow easy access to the Society's funds at any one time but in view of the increased funds the Trustees propose to change their investment policy by investing the bulk of the funds in investments showing reasonable income return and a better return than can be obtained from depositing the funds with banks and other financial institutions on a short term basis. In the light of this change of policy, the Trustees will appoint investment advisers to recommend investments which show a balance between capital growth and income return.

Financial review

a. Reserves policy

It is the policy of the Executive Committee to maintain the reserves of the Society for current and future charitable purposes, as well as the upkeep of the properties in accordance with the Society's aims and objects

b. Principal funding

The residential charges and the investment income are sufficient to cover the Society's usual expenses

TRUSTEES' REPORT (continued)
For the year ended 30 September 2012

Plans for the future

a. Future developments

When the time is appropriate and sufficient funds are available, the Society is planning to acquire another property for development with a view to accommodating twenty units for elderly persons. The Society has identified two sites in the area in one of which it would like to create more suitable accommodation for elderly people who are looking for better standard and secure en suite flats or flatlets with common areas where they can socialise and take meals. Although the Society has registered its interest, no decision has been made by those responsible for the development of the sites.

Trustees' responsibilities statement

The Trustees (who are also directors of The Abbeyfield Dulwich Society Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and accounting estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

TRUSTEES' REPORT (continued) For the year ended 30 September 2012

Provision of information to auditor

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any
 information needed by the charitable company's auditors in connection with preparing their report and to establish
 that the charitable company's auditors are aware of that information

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006

This report was approved by the Trustees on 1 March 2013 and signed on their behalf by

B St J C Carr

Honorary Secretary

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ABBEYFIELD DULWICH SOCIETY LIMITED

We have audited the financial statements of The Abbeyfield Dulwich Society Limitei for the year ended 30 September 2012 set out on pages 7 to 15. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities)

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company'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 charitable company and its members, as a body, for our audit work, for this report, or for the opinion we have formed

Respective responsibilities of Trustees and auditors

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes 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 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 company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the Trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' report 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 charitable company's affairs as at 30 September 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements

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 trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the Trustees 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

Philip Vipond (Senior statutory auditor)

for and on behalf of

Chilip Vipond

Rees Pollock, Statutory Auditor

15 April 2013

STATEMENT OF FINANCIAL ACTIVITIES (Incorporating Income and Expenditure Account) For the year ended 30 September 2012

		Restricted funds 2012	Unrestricted funds 2012	Total funds 2012	Total funds 2011
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds Investment income	2	4,181	_	4,181	3,086
Incoming resources from charitable activities	3	· •	52,234	52,234	77,755
Other incoming resources	4	•	930,714	930,714	25,727
TOTAL INCOMING RESOURCES		4,181	982,948	987,129	106,568
RESOURCES EXPENDED					
Charitable activities	5				
General		-	94,111	94,111	93,968
Exceptional items		-	23,300	23,300	22,632
Governance costs	6	-	6,405	6,405	6,892
TOTAL RESOURCES EXPENDED	8	<u> </u>	123,816	123,816	123,492
MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME/(EXPENDITURE) FOR THE YEAR		4,181	859,132	863,313	(16,924)
		.,	, - 2	,	\ , ',
Total funds at 1 October 2011		77,062	136,407	213,469	230,393
TOTAL FUNDS AT 30 SEPTEMBER 2012		81,243	995,539	1,076,782	213,469

The notes on pages 9 to 15 form part of these financial statements

BALANCE SHEET As at 30 September 2012

	Note	£	2012 £	£	2011 £
FIXED ASSETS					
Tangible assets	12		25,930		8,901
CURRENT ASSETS					
Investments	13	962,242		201,806	
Cash at bank		113,026		9,100	
	•	1,075,268	-	210,906	
CREDITORS amounts falling due within one year	14	(24,416)		(6,338)	
NET CURRENT ASSETS	•		1,050,852		204,568
TOTAL ASSETS LESS CURRENT LIABILIT	IES	•	1,076,782	_	213,469
CHARITY FUNDS		•		=	- "
Restricted funds	15		81,243		77,062
Unrestricted funds	15		995,539		136,407
TOTAL FUNDS			1,076,782	=	213,469

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Trustees on 1 March 2013 and signed on their behalf, by

A D G Hill Chairman

S J Voss Acting Treasurer

B St J C Carr Honorary Secretary

The notes on pages 9 to 15 form part of these financial statements

1 ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006

Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund

incoming resources

All incoming resources are included in the Statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy

Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements

Cash flow

The financial statements do not include a Cash flow statement because the charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008)

1 ACCOUNTING POLICIES (continued)

Tangible fixed assets and depreciation

The policy with respect to impairment reviews of fixed assets is

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases.

Freehold property Short leasehold property Fixtures & fittings over 30 years

over periods of leases 25% reducing balance

Pensions

During the prior year the society operated a UK-based defined contribution pension scheme. The assets of the scheme are held separately from those of the society. The society's pension costs for the year were contributions of £nil (2011 £662)

Social housing grants

Social housing grants are made by the Housing Corporation and are utilised to reduce the amount of mortgage loans to a level that can be financed from the net income available

Provision for cyclical repairs and maintenance

In accordance with recommended practice, no provision is made for cyclical repairs and maintenance, unless the society has entered into a legally binding obligation

2 INVESTMENT INCOME

		Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
	Bank interest	4,181	-	4,181	3,086
3	INCOMING RESOURCES FROM CHARITAI	BLE ACTIVITIES			
		Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
	Net income from residential charges	-	52,234	52,234	77,755

4	INCOMING RESOURCES FROM GENERATED	FUNDS			
		Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
	Rents	-	26,182	26,182	25,727
	Net proceeds from disposal of leasehold property	•	904,532	904,532	•
		-	930,714	930,714	25,727
5	EXPENDITURE BY CHARITABLE ACTIVITY				
	SUMMARY BY FUND TYPE				
		Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
	Expenditure in relation to net income from residential charges	·	117,411	117,411	116,600
6	GOVERNANCE COSTS				
		Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
	Auditors' remuneration	-	2,669	2,669	2,400
	Insurances Membership fee - The Abbeyfield Society	•	2,124 1,612	2,124 1,612	2,307 2,185
		-	6,405	6,405	6,892

7 DIRECT COSTS

		General £	Total 2012 £	Total 2011 £
	Exceptional items (see note 9)	23,300	23,300	22,632
	Wages and salaries	33,343	33,343	42,907
	Telephone	653	653	996
	General office expenses	4,549	4,549	3,484
	Professional fees	2,707	2,707	1,597
	Bank charges	294	294	201
	Rent	195	195	196
	Loss on disposal of fixed assets	-	-	1,407
	Light and heat	3,146	3,146	9,109
	Repairs and maintenance	27,762	27,762	10,646
	Depreciation	3,769	3,769	1,513
	Food, housekeeping and cleaning Carer costs	17,693 -	17,693 -	19,512 2,400
	•	117,411	117,411	116,600
8	ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE			
8	ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE General Governance		Other costs 2012 £ 117,411 6,405	Total 2011 £ 116,600 6,892
8	General		2012 £ 117,411	2011 £
9	General		2012 £ 117,411 6,405	2011 £ 116,600 6,892
	General Governance		2012 £ 117,411 6,405	2011 £ 116,600 6,892
	General Governance		2012 £ 117,411 6,405 ————————————————————————————————————	2011 £ 116,600 6,892 123,492
	General Governance EXCEPTIONAL ITEMS		2012 £ 117,411 6,405 ————————————————————————————————————	2011 £ 116,600 6,892 123,492
	General Governance EXCEPTIONAL ITEMS Redundancy costs		2012 £ 117,411 6,405 ————————————————————————————————————	2011 £ 116,600 6,892 123,492 2011 £ 5,987
	General Governance EXCEPTIONAL ITEMS		2012 £ 117,411 6,405 ————————————————————————————————————	2011 £ 116,600 6,892 123,492

Exceptional items are in fees incurred in relation to the closure and sale of 8 Stradella Road, one of the two properties used by the Society

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2012

10 NET INCOME / (EXPENDITURE)

This is stated after charging

	2012	2011	
	£	£	
Depreciation of tangible fixed assets			
- owned by the charity	3,769	1,513	
Auditors' remuneration	2,669	2,400	
Governance Internal audit costs	-	-	

During the year, no Trustees received any remuneration (2011 - £nil)

During the year, no Trustees received any benefits in kind (2011 - £nil)

During the year, no Trustees received any reimbursement of expenses (2011 - £nil)

11 STAFF COSTS

The average monthly number of employees during the year was as follows

2012	2011
No	No.
4	5

No employee received remuneration amounting to more than £60,000 in either year

12 TANGIBLE FIXED ASSETS

			Other fixed	
	Freehold	Short lease	assets	Total
	£	£	£	£
Cost				
At 1 October 2011	2,604	1,304	62,463	66,371
Additions	-	•	20,798	20,798
Disposals	-	(856)	-	(856)
At 30 September 2012	2,604	448	83,261	86,313
Depreciation				
At 1 October 2011	1,566	1,304	54,600	57,470
Charge for the year	87	-	3,682	3,769
On disposals	-	(856)	-	(856)
At 30 September 2012	1,653	448	58,282	60,383
Net book value				
At 30 September 2012	951	<u> </u>	24,979	25,930
At 30 September 2011	1,038	-	7,863	8,901
	=======================================			

The Society holds 89 Stradella Road under the terms of a short lease which has not been ascribed a book value

13 CURRENT ASSET INVESTMENTS

		2012 £	2011 £
	Bank deposits	962,242	201,806
14	CREDITORS Amounts falling due within one year		
		2012	2011
		£	£
	Trade creditors	9,223	-
	Social security and other taxes	415	505
	Accruals and deferred income	14,778	5,833
			
		24,416	6,338

15		OF FUNDS

15	STATEMENT OF FUNDS				
		Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
	Unrestricted funds				
	Profit and loss account Other General funds	136,407 -	78,416 904,532	780,716 (904,532)	995,539 -
		136,407	982,948	(123,816)	995,539
	Restricted funds				
	Development reserve Medical reserve	67,282 9,780	4,181 -	-	71,463 9,780
		77,062	4,181		81,243
	Total of funds	213,469	987,129	(123,816)	1,076,782
	SUMMARY OF FUNDS				
		Brought Forward	Incoming resources	Resources Expended	Carried Forward
		£	£	£	£
	General funds Restricted funds	136,407 77,062	982,948 4,181	(123,816)	995,539 81,243
		213,469	987,129	(123,816)	1,076,782
16	ANALYSIS OF NET ASSETS BETWEEN FUNDS				
		Restricted	Unrestricted	Total	Total
		funds	funds	funds	funds
		2012 £	2012 £	2012 £	2011 £
	Tangible fixed assets	_	25,930	25,930	8,901
	Current assets	81,243	994,025	1,075,268	210,906
	Creditors due within one year	-	(24,416)	(24,416)	(6,338)
		81,243	995,539	1,076,782	213,469

DETAILED INCOME AND EXPENDITURE ACCOUNT For the year ended 30 September 2012

		2012 £		2011 £
INCOME				
Rents	26,182		25,727	
Service charges	75,744		80,945	
Losses from vacancies	(23,510)		(3,190)	
Interest receivable	4,181		3,086	
TOTAL INCOME		82,597		106,568
LESS: MANAGEMENT EXPENSES				
Wages and salaries	33,343		42,907	
Telephone	653		996	
General office expenses	4,549		3,484	
Professional fees	2,707		1,597	
Bank charges	294		201	
Rent	195		196	
Light and heat	3,146		9,109	
Repairs and maintenance	27,762		10,646	
Depreciation	3,769		1,513	
Food, housekeeping and cleaning	17,693		19,512	
Loss on disposal of fixed assets	•		1,407	
Carer costs	-		2,400	
Auditors' remuneration	2,669		2,400	
Insurances	2,124		2,307	
Membership fees - The Abbeyfield Society	1,612		2,185	
TOTAL MANAGEMENT EXPENSES		100,516		100,860
NET INCOME FROM CHARITABLE SOURCES BEFORE EXCEPTIONAL ITEMS	-	(17,919)		5,708
	-			
EXCEPTIONAL ITEMS				
Redundancy costs	-		(5,987)	
Moving costs	-		(4,307)	
Professional fees	23,300		(12,338)	
Profit on sale of house	904,532		•	
TOTAL EXCEPTIONAL ITEMS		(881,232)		(22,632)
NET INCOME/(EXPENDITURE) FOR THE YEAR	-	863,313	_	(16,924)
			=	