Company number: 885474

Charity number: 249443

Registered Society number: H2257

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016



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LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2016

Directors

Mrs B R Tankard (Chairman)

Mrs M D R Charman

Mr A Edwards (resigned 22 February 2016)

Mrs B Rundle Mrs M S Thomas

Company Secretary

Mrs P E Donaldson

Company registered number

855474

Charity registered number

249443

Registered society number

H2257

Registered office

Croham House Croham Road Crowborough East Sussex TN6 2RW

Address

Darwin House Crowborough Hill Crowborough East Sussex TN6 2JA

Independent examiner

Lindeyer Francis Ferguson Limited

Chartered Accountants

North House. 198 High Street Tonbridge Kent TN9 1BE

Bankers

Barclays Bank Pic

Tunbridge Wells

Kent

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2016

The directors (who are also the trustees for the purposes of charity law) present their report and the financial statements of the Abbeyfield Crowborough Society Limited for the year ended 31 March 2016.

The directors confirm that the report and financial statements of the charity comply with the current statutory requirements, the requirements of the company's governing document, and the provisions of "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2015) (Charities SORP (FRS 102)).

Structure and governance

The Society is a company limited by guarantee, governed by its Memorandum and Articles of Association, having no share capital and is registered as a charity and with the Homes and Communities Agency Regulation Committee as a registered social housing provider.

The trustees are all volunteers and have come from a number of different business management and caring backgrounds with professional qualifications and a wealth of experience. We constantly seek and interview those potential trustee applicants who have suitable skill additions for positions on our board. New trustees undergo an induction process and, with existing trustees, are encouraged and receive on-going training both within and outside the Abbeyfield organisation.

The trustees decide the policies of the organisation, within the Abbeyfield guidelines. We seek to provide a good and comfortable environment for our residents, whilst keeping control of costs and ensuring adequate reserves for future needs.

A trustee and the administrator have carried out risk assessments within the House for slips and trips and we follow national guidance on monitoring of other risks to the residents, staff and the business as a whole.

Objectives and activities

Our organisation provides supported, sheltered accommodation, at an affordable price, to the elderly, frail and lonely. We are affiliated to the National Abbeyfield Society and operate to their nationally accepted standards and to those required by government agencies, which monitor us, or provide us with funding. All the aforementioned is in accordance with our Memorandum and Articles of Association.

We work with other Abbeyfield organisations, sharing resources and ideas where possible. In addition, we work with government departments to help provide ever better support to enable our residents to remain independent for as long as possible.

In setting objectives and planning for activities the directors have given due consideration to general guidance published by the Charity Commission relating to public benefit.

Mission Statement

Caring means that the wellbeing of our residents is central to everything we do and that every individual will be treated with dignity and respect. It also embraces our volunteers and staff and by learning and supporting each other Abbeyfield will be an organization where people can grow and find fulfilment.

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2016

Openness means that as an organization we encourage and support new ideas from our residents, volunteers and staff and by learning through discussion, we appreciate each other's differences and will adopt suggestions which improve the service that Abbeyfield provides. We will be open to change and will seize opportunities that allow us to continue working towards our mission.

Honesty means that we will each work in an ethical way. As individuals we will each lead by example in order that residents, volunteers and staff will have confidence in the integrity of Abbeyfield.

Respect is something we understand we have to earn. We earn it not only by valuing each other as individuals and valuing each other's views, beliefs and background, but also by working hard to develop relationships with our residents, volunteers, staff and communities in which we operate. We act in a respectful way towards each other, honouring the commitments and promises we have made to each other.

Financial review

The deficit for the year was £1,179 (2015: deficit of £16,161). The deficit was reduced because of a lower level of voids than in 2015. At the end of the year unrestricted reserves were £466,355 of which £247,806 was held as tangible fixed assets leaving £218,549 held as free reserves.

Reserves are held by the Society as extra funds to support any potential loss of income from rents and to cover any additional unexpected expenditure such as: explosion, fire, flood, chemical or biological contamination, disease, pandemic, food poisoning, additional employee expenses for long term sickness/injury, unexpected high maintenance and building costs and a reduction in current residents.

The house has 9 en-suite rooms and currently we have 6 residents and 1 respite tenant, who will be leaving soon and the extra income received over the last 9 months will impact on rents.

Financial review — Work continued to comply with health & safety requirements commenced in 2015 and this amounted to over £6,000 to include repairs to electrical wiring, additional door closers, emergency lighting, additional smoke alarms/detectors, smoke seals round all doors and the installation of another emergency exit door in the conservatory as residents could not negotiate the steps at the existing one. The boiler engineers were unable to diagnose the continued problems with the boilers, a second opinion was obtained and the problem was rectified at an additional cost of £900.

Room 4 became vacant which was repainted and re-carpeted, the en-suite was refurbished with a higher toilet, basin, lower shower tray and new floor covering at a cost of £4,526. The dining room was redecorated at a cost of £495. Room 5 has now become vacant which is being redecorated with minor repairs to the en-suite, a new carpet and vinyl floor cover in the en-suite will be fitted once the decoration has been completed.

We have increased advertising through a new website together with an advertisement on appointment cards for three Doctors' surgeries in the area.

Achievements

People have been encouraged to stay in their own homes by successive governments and possible residents are therefore not looking for sheltered accommodation until a later age.

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2016

We maintain our regular outings, which many residents still enjoy, but the age and frailty of some residents restricts their ability to enjoy all of the trips and some now only attend the shortest of outings.

We continue to share resources with the Abbeyfield Tunbridge Wells Society and this helps to keep maintenance costs down and we also utilise Relief Housekeepers from Tunbridge Wells.

Directors

The directors who served during the year were:

Mrs B R Tankard (Chairman) Mrs M D R Charman Mr A Edwards (resigned 22 February 2016) Mrs B Rundle Mrs M S Thomas

In accordance with the Articles of Association, Mrs B R Tankard offers herself for re-election at the next

Statement of directors' responsibilities

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), Under company law the directors 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 society and of the surplus or deficit of the society for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the society will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the society's transactions and disclose with reasonable accuracy at any time the financial position of the society 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 society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Report has been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006.

This report was approved by the board on 12 September 2016

and signed on its behalf.

Mrs B R Tankard

Director

B. Kak Del. 12. 9. 2016

Mrs B H Rundle Director/Treasurer

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INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

I report on the accounts of the society for the year ended 31 March 2016 which are set out on pages 6 to 15.

Respective responsibilities of directors and examiner

The directors are responsible for the preparation of the accounts. The directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and the Housing and Regeneration Act 2008 and that an independent examination is needed. Having satisfied myself that the society is not subject to audit under charity law, company law or law applicable to Registered Social Landlords and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Act and the Housing and Regeneration Act 2008;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 society 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 directors 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:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006 and the Housing and Regeneration Act 2008; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Direction for Private Registered Providers of Social Housing 2015. have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Lucy for a Essential 15 September 276

Jonathan Healey BA FCA
Lindever Francis Ferguson Limited

Chartered Accountants

North House,

198 High Street,

Tonbridge, Kent, TB9 1BE

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2016

	Note	Unrestricted funds 2016 £	Unrestricted funds 2015 £
Income from:			
Charitable activities:			
Residential charges	2	102,330	81,036
Interest receivable		912	945
Donations		10	383
Total income		103,252	82,364
Expenditure on:			
Charitable activities	3	104,431	98,525
Total expenditure		104,431	98,525
Net expenditure and net movement in funds	4	(1,179)	(16,161)
Reconciliation of funds:			
Total funds brought forward		467,534	483,695
Total funds carried forward	. 10	466,355	467,534

The Society's only activity is the provision of supported accommodation.

No operations have been discontinued or acquired during the year, and the amounts above relate entirely to continuing operations.

BALANCE SHEET AS AT 31 MARCH 2016

			2016		2015
	Note	£	£	£	£
Fixed assets					
Tangible fixed assets	7		247,806		245,583
Current assets					
Stocks		200		200	
Debtors	8	2,503		1,582	
Cash at bank and in hand		218,959		224,202	
		221,663		225,984	
Creditors: amounts falling due					
within one year	9	(3,113)		(4,033)	
Net current assets			218,549		221,951
Net assets			466,355		467,534
Charity funds					
Unrestricted funds	10		466,355		467,534
			466,355		467,534

The directors consider that the society is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act. The directors acknowledge their responsibilities for ensuring that the society keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the society as at 31 March 2016 and of its surplus or deficit for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the society.

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

Mrs B R Tankard Chairman

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Treasurer

Mrs B Rundle

Mrs M S Thomas Director Mrs M D R Charman

Director

Company registration number: 885474

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STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2016

		<u></u>
	2016 £	2015 £
	_	_
Net cash generated from operating activities (see below)		
Net cash provided by /(used in) operating activities	5,062	(7,172)
Cash flows from investing activities		
Interest received	912	945
Purchase of tangible fixed assets	(11,216)	(13,921)
Net cash used in investing activities	(10,304)	(12,976)
Change in cash and cash equivalents in the reporting period	(5,243)	(20,148)
Cash and cash equivalents at the beginning of the reporting period	224,202	244,350
Cash and cash equivalents at the end of the reporting period	218,959	224,202
Reconciliation of net income to net cash flow from operating activities		
Net income/(expenditure) for the reporting period		
As per the Statement of Financial Activities	(1,179)	(16,161)
Adjustments for:		
Depreciation	8,993	8,456
Interest receivable	(912)	(945)
(Increase)/decrease in debtors	(921)	(35)
(Decrease) / increase in creditors	(920)	1,513
Net cash provided by operating activities	5,062	(7,172)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Status

The Abbeyfield Crowborough Society Limited is a company limited by guarantee registered in England and Wales, a registered charity and a private registered provider of social housing in the United Kingdom. Its registered office is Croham House, Croham Road, Crowborough, East Sussex TN6 2RW.

1.2 Basis of preparation

The financial statements have been prepared in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2015) - (Charíties SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Accounting Direction for Private Registered Providers of Social Housing 2015., and the Companies Act 2006.

The Abbeyfield Crowborough Society Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

1.3 Reconciliation with previous Generally Accepted Accounting Practice

These financial statements for the year ended 31 March 2016 are the first financial statements that comply with the Charities SORP (FRS102). The date of transition is 1 April 2014. The transition to the Charities SORP (FRS 102) has resulted in a small number of changes to accounting policies to those used previously. The nature of these changes and their impact on opening reserves and surplus for the comparative period are explained in note 14.

1.4 Income

Residential charges are recognised in the period for which they are payable.

Income from donations and grants, including social housing grants, is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing. Investment income is recognised when receivable.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

1.5 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure on charitable activities includes expenditure on social housing activities.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation and any accumulated impairment losses. 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:

Housing land and buildings

10 - 50 years straight line

Fixtures, fittings and equipment

5 or 10 years straight line

1.7 Debtors

Prepayments are recognised at the invoiced cost prepaid.

1.8 Creditors

Creditors are recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably. Creditors are recognised at their settlement value.

1.9 Financial instruments

The charity only has financial instruments of a kind that qualify as basic financial instruments. The charity's basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.10 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

1.11 VAT and taxation

The charity is not registered for VAT and expenditure shown is inclusive of VAT suffered. As a registered charity, the charity is exempt from liability to taxation on its income and gains.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

2	Income from charitable activities		
_	income from character detrates	2016	2015
		£	£
		424.240	427.550
	Residential charges receivable	131,340	127,650
	Losses from vacancies	(29,010)	(46,614)
		102,330	81,036
3	Expenditure on charitable activities		
_		2016	2015
		£	£
	Direct service costs		
	Staff costs	38,604	36,479
	Food and other household costs	18,070	17,759
	Council tax and water rates	3,389	2,119
	Garden maintenance	1,685	2,364
	Heating and lighting	6,747	7,588
	TV Licence	299	291
	Subscriptions	207	-
	Telephone/Lifeline	818	818
	Outings and events	522	885
	Repairs and maintenance	15,489	9,614
	Depreciation: fixtures and fittings	3,666	3,563
	Depreciation: buildings and improvements	5,107	4,893
	Support costs		
	Insurances	1,769	1,699
	Telephone	906	990
	Abbeyfield Society affiliation fee	2,555	2,532
	Staff training	142	-
	Postage stationary and advertising	1,006	1,263
	Sundry expenses	42	203
	Health and safety	590	840
•	Legal and professional fees	798	2,465
	Governance costs		
	Independent examiner's remuneration	1,800	2,160
		104,431	98,525
			

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

4 Net income

Net income is stated after charging:

Net meetic is stated after enarging.	2016	2015
	£	£
Independent examiner's remuneration:		
Examination services	1,000	1,060
Other services	800	1,100
Depreciation of tangible fixed assets	8,993	6,619

5 Staff numbers and costs

The average number of persons employed by the company during the year was 5 (2015 - 5). The average number in full time equivalents was 4 (2015 - 4).

	2016	2015
	£	£
Salaries and wages	38,604	36,479
Social Security costs		<u>-</u>
	38,604	36,479

6 Payments to members, committee members, officers etc.

No expenses were reimbursed to trustees in the year (2015 - none). No fees or remuneration were paid to any member, committee member or officer.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

7	Tangible fixed assets			
		Freehold housing land and buildings	Furniture fittings and equipment	Total
		£	£	£
	Cost			
	At 1 April 2015	296,151	68,737	364,888
	Additions	2,152	9,064	11,216
	At 31 March 2016	298,303	77,801	376,104
	Depreciation	EE 0E0	64 247	110 205
	At 1 April 2015 Charge for the year	55,058 5,107	64,247 3,886	119,305 8,993
	Charge for the year			
	At 31 March 2016	60,165	68,133	128,298
	Net book value			
	At 31 March 2016	238,138	9,668	247,806
	At 31 March 2015	241,093	4,490	245,583
8	Debtors			
O	Debtors		2016	2015
			£	£
	Interest receivable		14	14
	Prepayments		2,490	1,568
			2,503	1,582
				· · · · · · · · · · · · · · · · · · ·
9	Creditors:			
	Amounts falling due within one year		2016	2015
			£	£
	Accruals		3,113	4,033
			3,113	4,033
				-,

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

10	Charity funds		•			
	·	Brought forward	Income	Expenditure	Transfers	Carried forward
	General funds Designated reserves:	407,534	103,252	(104,431)	-	406,355 -
	Major repairs	60,000	-	-	_	60,000
	Total unrestricted funds	467,534	103,252	(104,431)		466,355

A full survey of the roof has been undertaken which indicates that running repairs will be un-economical in the near future and that a new roof would be required. The committee has taken advice on costs and agrees that the provision for this major work should amount to £60,000.

11 Housing stock

	2016	2015
Supported accommodation		
Number of bedspaces	9	9

12 Related party transactions and balances

There are no key management personnel apart from the directors, who are not remunerated.

There were no transactions with related parties.

13 Government grants

The total accumulated amount of social housing grants received at the balance sheet date was £91,707.

14 Transition to the Charities SORP (FRS 102)

In the preceding period, the financial statements were prepared in accordance with "Statement of Recommended Practice - Accounting by Registered Social Housing Providers" issued in 2010 (Housing SORP 2010). This SORP was updated in 2014 and now specifically excludes Abbeyfield Societies which are not governed by the Landlord and Tenant Act 1985.

The charity is therefore now required to prepare its financial statements in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2015) - (Charities SORP (FRS 102)).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

14 Transition to the Charities SORP (FRS 102) (continued)

These financial statements are the first that comply with the Charities SORP (FRS 102) and the date of transition is 1 April 2014. The transition to the Charities SORP (FRS 102) has resulted in a small number of changes in accounting policies compared to those used previously.

The following notes describe the differences between reserves and surplus presented previously, and the amounts as restated to comply with the accounting policies selected in accordance with the Charities SORP (FRS102) for the reporting period ended at 31 March 2015, as well as reserves presented in the opening statement of financial position (i.e. at 1 April 2014). It also describes all the required changes in accounting policies made on first-time adoption of the Charities SORP (FRS 102).

Reconciliation of equity		At	At
		1 April	31 March
		2014	2015
		£	£
Reserves (as previously stated)		418,659	404,335
Social housing grants recognised as income	See notes	91,707	91,707
Depreciation of building	See notes	(26,671)	(28,508)
		483,695	467,534
Reconciliation of surplus for the year			31 March
			2015
			£
Net expenditure for the year (as previously stated)	See notes		(14,324)
Depreciation of building	See notes		(1,837)
		•	(16,161)

Notes to the reconciliations

The Abbeyfield Crowborough Society Limited was previously required to deduct social housing grants from the cost of the relevant housing properties in the Balance Sheet. The Charities SORP (FRS 102) requires grants to be recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. Consequently £91,707 of social housing grants have been released to reserves.

Under the Charities SORP (FRS 102), depreciation is calculated to write off the full cost of housing properties without any deduction for social housing grants. Further accumulated depreciation of £26,671 has therefore been charged to reserves at 1 April 2014 and additional depreciation for the year to 31 March 2015 of £1,837 has been charged to expenditure.