THE ABBEYFIELD (BERWICK) SOCIETY LIMITED FINANCIAL ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2011

SATURDAY



A45

16/06/2012 #28 COMPANIES HOUSE

FINANCIAL ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2011

CONTENTS

2	Officers.	Professional	Advisors and	Registered Office
~	~ 111441,	1 101000101141	110110010 0110	

- 3 4 Report of the Executive Committee
 - 5 Statement of Executive Committee Members Responsibilities
- 6 7 Report of the Auditors
 - 8 Income and Expenditure Account
 - 9 Balance Sheet
- 10-14 Notes to the accounts
 - 15 Detailed Property Revenue Account
 - 16 General Income and Expenditure Account
 - 17 Castlevale Rental Account
 - 18 Bankhill Social Housing Account

OFFICERS, PROFESSIONAL ADVISERS AND REGISTERED OFFICE

Executive Committee

Mrs E M A Hardie Miss H M Smith D Hardwick Mrs D Higham D Conway Chairman Treasurer

Secretary

Mrs N Sandwith

Auditors

J H Greenwood F C A
Chartered Accountant and Registered Auditor
Ava Lodge,
Castle Terrace,
Berwick Upon Tweed
TD15 1NP

Bankers

Barclays Bank Plc 22/24 Hide Hill, Berwick Upon Tweed TD15 1AF

Solicitors

T C Smith Solicitors, 9 Church Street, Berwick Upon Tweed TD15 1EF

Registered Office

4 Bankhill Berwick Upon Tweed Northumberland TD15 1BE

REPORT OF THE EXECUTIVE COMMITTEE

The Executive Committee submit their annual report together with the Accounts for the year ended 30th September 2011

Principal activity

The principal activity of the society, as determined by its memorandum of association, continues to be the provision of accommodation, care and companionship for lonely or frail elderly people in accordance with the aims and principles of The Abbeyfield Society Limited This activity falls wholly within social housing activities as defined in the Housing and Regeneration Act 2008 There has been no change in the activities of the society during the year

Status

The society is a company limited by guarantee (number 00952071), having no share capital and with solely charitable objectives

It is registered as a charity (number 500464)

It is registered with the Tenant Services Authority as a registered social landlord (number H2374)

Objects and Organisation

The Articles of Association govern the appointment of the executive committee, which is charged with the management of the society in furtherance of its principal activity, fund management and financial affairs generally. The committee shall consist of no less than 3 and no more than 18 committee members. The committee has the power to appoint executive committee members to fill a casual vacancy. One third of the executive committee members must retire by rotation each year but are eligible for re-election.

The society is a member of The Abbeyfield Society by payment of an annual subscription

Public Benefit

Abbeyfield provides quality housing with support for older people. We provide a service which is intended for older people who no longer feel happy coping alone at home, but are still reasonably fit and active providing the house meets their requirements. Support plans are drawn up with the Housing Benefit and Supporting People funding. Residents can be confident they will enjoy fair opportunity to live a full life and seek fulfilment as individuals, making choices about the way they live their lives. The staff team are committed to helping residents maintain their independence. A complaint procedure is available to all residents and they are encouraged to make use of this procedure when they wish

Review of Business and results during the year

The Castlevale home was closed in November 2008 at which time the remaining 3 residents all transferred to the Bankhill home. The Castlevale property was initially marketed for sale but due to the economic climate no reasonable offers were received and the property was subsequently let on a short assured tenancy from February 2010.

The Berwick Society's remaining home provided supportive care for 10 people in total during the year ended 30th September 2011

Priority is given to the filling of residential vacancies

The financial results for the year are as set out in the income and expenditure account on page 8 and the position at the end of the year is shown in the balance sheet on page 9. The detailed property revenue account is presented on page 15.

Results have improved following the closure of the Castlevale home but continue to be disappointing however the funds remaining from the sale of a property in 2009 and the funds anticipated from the future disposal of the Castlevale property will secure the future of The Abbeyfield Society in Berwick for the foreseeable future

REPORT OF THE EXECUTIVE COMMITTEE

Future Developments

The society intends to market the Castlevale property for sale within the next 12 months

The society has no plans to increase the capacity beyond the remaining 10 places provided for in Bankhill

Reserves Policy

It is the policy of the committee of management to maintain an appropriate level of reserves. The appropriate level of reserves is considered to be that level which would enable the society to continue operations for a considerable period with minimal income arising

Risk Management

The executive committee members have overall responsibility for ensuring that the society has appropriate systems of controls, financial and otherwise. The systems of financial controls are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include a regular review of actual results and delegation of authority and segregation of duties as far as possible given staffing levels.

The executive committee will continue to monitor risks and set up policies to mitigate them

Fixed Assets

Details of cost and depreciation of fixed assets are set out in notes 6 & 7

The executive committee is of the opinion that the market value for the existing use of the society's land and buildings is in excess of net book value

Executive Committee

The members of the executive committee who served during the year were -

Mrs E M A Hardie Miss H M Smith Chairman

Treasurer

D Hardwick

Mrs D Higham

D Conway

In accordance with the registered rules of the society Miss H. Smith and Mr D. Hardwick retire by rotation, and being eligible, offer themselves for re-election at the forthcoming. Annual General Meeting to be held in March 2012

Auditors

A resolution for the re-appointment of J H $\,$ Greenwood F C A $\,$ as auditors will be proposed at the Annual General Meeting in accordance with section 485 of the Companies Act 2006

This report was approved by the board on 20th March 2012 and signed on its behalf by

Mrs N. Sandwith

Secretary

STATEMENT OF EXECUTIVE COMMITTEE MEMBERS RESPONSIBILITIES

The members of the executive committee constituting the executive committee members of the society for the year are given on page 4

The board are responsible for preparing the Report of the Executive Committee and the financial statements in accordance with applicable law and regulations

Company law requires the board to prepare financial statements for each financial year Under that law the board has 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 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 society and of the surplus or deficit of the society for that year In preparing these financial statements, the board is required to

- select suitable accounting policies and apply them consistently,
- make judgements 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 board is 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, the Housing and Regeneration Act 2008 and the Accounting Requirements for Registered Social Landlord General Determination 2006. The board is also responsible for safeguarding the assets of the society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the board is aware

- there is no relevant audit information (information needed by the society's auditors in connection with preparing their report) of which the society's auditors are unaware, and
- the board has taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the society's auditors are aware of that information

Approved by the board on 20th March 2012 and signed on its behalf by

Mrs N. Sandwith Secretary

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE ABBEYFIELD (BERWICK) SOCIETY LIMITED

We have audited the financial statements of The Abbeyfield (Berwick) Society Limited for the year ended 30 September 2011 which comprise the income and expenditure account, the balance sheet and the related notes 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 society'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 society's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other that the society and the society's members as a body, for our audit work, for this report, or for the opinions we have formed

Respective Responsibilities of the Board and Auditors

As explained more fully in the Statement of Executive Committee Members Responsibilities set out on page 5 the board is 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 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 society'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

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out below

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the statutory financial statements

Opinion on the financial statements

In our opinion the financial statements

- give a true and fair view of the state of the society's affairs as at 30th September 2011 and of its surplus for the year then ended, and
- have been properly prepared in accordance with the Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Requirements for Registered Social Landlords General Determination 2006

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Executive Committee for the financial year for which the financial statements are prepared is consistent with the financial statements

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE ABBEYFIELD (BERWICK) SOCIETY LIMITED

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

James Hall Greenwood F.C.A. (senior statutory auditor)
Chartered Accountant and Registered Auditor
Ava Lodge
Castle Terrace
Berwick upon Tweed
TD15 1NP

20th March 2012

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30TH SEPTEMBER 2011

	<u>Note</u>	2011 £	2010 £
TURNOVER	22&3	111,658	99,853
Operating Costs		106,972	109,900
OPERATING DEFICIT		4,686	(10,047)
Profit on sale of fixed assets Interest and similar income receivable	4	29 10	0
SURPLUS/(DEFICIT) ON ORDINARY ACTIV	/ITIES FOR THE YEAR	4,725	(10,047)
INCOME AND EXPENDITURE BALANCE B	ROUGHT FORWARD	291,779	301,826
INCOME AND EXPENDITURE BALANCE C	ARRIED FORWARD	296,504	291,779

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

The society has no recognised surpluses or deficits other than those dealt with in the income and expenditure account above and therefore no separate statement of total recognised surpluses and deficits has been presented

There is no difference between the surplus for the year on ordinary activities stated above and its historical equivalent

Mrc F M A Hardie

Trustee

20th March 2012

Miss H.M. Smith

Trustee

20th March 2012

BALANCE SHEET AS AT 30TH SEPTEMBER 2011

	<u>Note</u>	2011 £	2010 £
TANGIBLE FIXED ASSETS			
Housing Properties			
Housing Properties at Cost	6	370,581	370,581
Social Housing Grants	6	(118,736) 251,845	<u>(118,736)</u> 251,845
Other Tangible Fixed Assets			
Fixtures, Fittings and Equipment	7	<u>9,817</u> 261,662	<u>10,394</u> <u>262,239</u>
CURRENT ASSETS		/	,
Debtors	8	2,042	2,130
Cash at Bank	Ů		39,055_
		<u>39,191</u> 41,233	41,185
CURRENT LIABILITIES			
Creditors amounts falling due within one year	9	6,391	11,645
NET CURRENT ASSETS		34,842	29,540
TOTAL ASSETS LESS CURRENT LIABILITIES		296,504	291,779
NET ASSETS		296,504	291,779
			
FINANCED BY			
CAPITAL AND RESERVES			
Revenue Reserve		296,504	291,779
		296,504	291,779

The Accounts were approved by the board and signed on its behalf on 20th March 2012 by

Mrs E.M.A Hardie CHAIRMAN Miss H.M. Smith TREASURER

Company registration number 00952071

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2011

1 General

The Abbeyfield (Berwick) Society is a company limited by guarantee, having no share capital, and with solely charitable objectives Registered as a company in England No 00952071, Registered as a charity No 500464, Registered with the Tenant Services Authority as a social landlord No H2374

The society is wholly engaged in social housing activities as defined in the Housing and Regeneration Act 2008

2 ACCOUNTING POLICIES

These financial statements have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice Accounting by Registered Social Landlords 2008 issued by the National Federation of Housing Associations and with the Accounting Requirements for Registered Social Landlords General Determination 2006

21 Accounting Basis

The accounts are prepared under the historical cost convention. The society has taken advantage of the exemption in FRS1 from the requirement to produce a cash flow statement because it is a small company.

22 Turnover

Turnover comprises rental income receivable

23 Social housing grants

Social housing grants (SHG) are made by the Tenant Services Authority and are utilised to reduce the costs of purchase or development of land or buildings. Where purchases or developments have been wholly or partially funded by social housing grant, the cost of those purchase or developments have been reduced by the value of the grant received. The value of the grant is disclosed as a separate item on the face of the balance sheet.

Social housing grants can be recycled by the society under certain circumstances, if a property is sold or if another relevant event takes place. In these cases social housing grants can be used for projects approved by the Tenant Services Authority. Social housing grants may have to be repaid if those circumstances are not met and in that event is a contingent liability.

24 Fixed assets - Housing land and buildings

Housing land and buildings are stated at cost. The cost is the purchase price plus any incidental costs of acquisition

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2011

25 Depreciation - tangible assets

2 5 1 Housing land & buildings

Although the Companies Act and the SORP require annual depreciation of fixed assets, no depreciation is charged on housing properties. The executive committee believes that the policy of not providing depreciation is necessary in order for the accounts to give a true and fair view. In the opinion of the executive committee, the land and buildings are maintained in a state of repair such that the estimated residual value of the land and buildings at the balance sheet date is not less than their net book value. The annual charge and accumulated depreciation would therefore be immaterial. In accordance with FRS11 the executive committee has reviewed the properties for impairment at the year end and is satisfied that there has been no diminution in value.

2 5 2 Other tangible assets

Tangible fixed assets, other than freehold land or buildings, are written down in annual instalments, to estimated residual values over their expected lives at rates given below

Fixtures and fittings

15%

Assets donated to the society are not included in the balance sheet

26 Allocation of expenses

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

2 7 Future cyclical and major repairs

It is the executive committee's opinion that, having taken professional advice, no provision is required for future cyclical or major repairs

28 Corporation Tax and VAT

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

The society is not registered for VAT Accordingly no VAT is charged to residents, and expenditure in the income and expenditure account includes the relevant VAT

29 Pensions

The society

has no pension arrangements for its employees other than Social Security benefits It does, however, have a Stakeholder Scheme available for employees

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2011

3	Turnover	2011	2010
		£	£
	Complete and core correspondences	111,081	101,610
	Income from lettings and care service charges	(15,023)	(9,557)
	Less voids	(15,025)	(3,557)
	a. C. L. atalanaa	96,058	92,053
	Net income from residents' charges	15,600	7,800
	Rental income from non social housing letting	111,658	99,853
		111,036	
4	Other Income		
7	Other Income	2011	2010
		£	£
		-	
	Deposit Account Interest Received Gross	0	0
	Donations	10	0
	Dollations	10	
5	Operating Surplus / Deficit	2011	2010
3	Operating Surprus / Benefit	£	£
	Operating Surplus / Deficit is stated after charging	.,	
	Auditors remuneration (inc vat)		
	·	2,100	2,056
	In their capacity as auditors	1,690	876
	In respect of other services	956	1,884
	Depreciation	4,746	4,816
6	Tangible Fixed Assets		Completed
O	Taligible Pixeu Assets		Freehold Properties
			(SHG assisted)
			£
	04		
	Cost		370,581
	Completed Schemes at 1st October 2010		0
	Additions works to existing properties		
	At 30th September 2011		370,581
	At 30th September 2011		
	Social Housing Grants		
	At 1st October 2010 and 30th September 2011		(118,736)
	• • • • • • • • • • • • • • • • • • • •		
	Net Book Amount		
	At 30th September 2011		<u>251,845</u>
	·		
	At 30th September 2010		251,845
	•		

Included in completed properties above is a property that is temporarily being used for non social housing lettings in advance of being marketed for sale. The amounts included in respect of this property at 30th September 2010 and 30th September 2011 are cost £120,054, SHG £36,153, net book value £83,901

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2011

7	Fixtures, Fittings & Equipment		£
	Cost		•
	At 1st October 2010		38,306
	Additions		492
	Disposals		(113)
	At 30th September 2011		38,685
	Depreciation		
	At 1st October 2010		27,912
	Charge for Year		956
	Eliminated on Disposals		0
	At 30th September 2011		28,868
	Net Book Amount		
	At 30th September 2011		9,817
	At 30th September 2010		10,394
•	D.14	2011	2010
8	Debtors	2011 £	2010 £
	Loan to Abbeyfield Society	1,000	1,000
	Prepayments	1,042	1,130
	. ,	2,042	2,130
	The loan to the Abbeyfield Society is undated and interest fre	e	
9	Creditors: amounts falling due within one year	2011	2010
		£	£
	Creditors	1,552	7,449
	Income Received in Advance	289	0
	Accruals	<u>4,550</u> 6,391	4,196 11,645
			11,045
10	Employee information	2011	2010
	The average number of persons employed during		
	the year (full time equivalents) was		
	Administration	0 5	0 5
	Housekeeper, assistants and cleaners	4	4
	Total	4 5	45
		2011	2010
	Staff costs (for the above staff)	£	£
	Wages and salaries	58,770	59,686
	Social Security costs	1,716	3,037
	Total	60,486	62,723
	The executive committee members did not receive any remun	eration during the year (20)	10 - nıl)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2010

11	Accommodation units	2011	2010
	The society had the following bed spaces available for occupation		
	Registered residential care	10	10

Non Social Housing

The Castlevale property was let as market rented accommodation from February 2010

DETAILED PROPERTY REVENUE ACCOUNT FOR THE YEAR ENDED 30TH SEPTEMBER 2011

	2011 £	2010 £
<u>INCOME</u>	-	_
Residential Charges Receivable	111,081	101,610
Losses Arising from Vacancies	(15,023)	(9,557)
	96,058	92,053
Other Rental Income	15,600	7,800
Interest Received	0	0
Donations	10	0
	111,668	99,853
EXPENDITURE		
Management Expenses		
Membership Fees	1,501	1,681
Professional Fees	0	2,238
Administrative Wages and Salaries	6,290 668	6,372 509
Office Expenses	305	280
General Administration Expenses Auditors Remuneration for Audit Work	2,100	2,056
Auditors Remuneration for Non Audit Work	1,690	876
Depreciation of Fixtures, Fittings & Equipment	956	1,884
Depreciation of Fixtures, Fixings & Equipment	13,510	15,896
Repairs and Maintenance	10.013	7,781
Current	10,913	1,781
Service Costs		
Care and Catering Employee Costs	54,196	56,351
Food, Provisions Etc	13,685	12,766
	67,881	69,117
Rates and Insurance	5,212	5,821
Heat and Light	7,116	8,739
Printing, Postage, Stationery and Telephone	886	1,417
Bank Charges	374	362
Sundry Expenses	1,08 <u>0</u> 14,668	<u>767</u> 17,106
	1,,000	.,,,,,
Total Expenditure	106,972	109,900
Operating Surplus/Deficit	4,696	(10,047)
Profit on Sale of fixed assets	29	0
NET SURPLUS/(DEFICIT)	4,725	(10,047)

GENERAL INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30TH SEPTEMBER 2011

		<u>2011</u>	<u>2010</u>
SURPLUS/(DEFICIT) ON F	PROPERTY ACCOUNTS	£	£
SURI LUS/(DEFICIT) ON I	ROLENTI ACCOUNTS		
Castlevale		14,281	2,768
Bankhill		3,915	843_
		18,196	3,611
OTHER INCOME			
Totalist Descript		0	0
Interest Received Donations		10	0
Donations		10	U
		18,206	3,611
EXPENDITURE			
Membership Fees		1,501	1,681
Administrative Wages and Sa	laries	6,290	6,372
Office Expenses		668	509
General Administration Expen	nses	305	280
Auditors Remuneration	for Audıt Work	2,100	2,056
	for Non Audit Work	1,690	876
Depreciation on Fixtures, Fitt	ings and Equipment	956	1,884
		13,510	13,658
Operating Surplus/Deficit		4,696	(10,047)
Profit on Sale of fixed assets		29	0
NET SURPLUS/(DEFICIT)	1	4,725	(10,047)

CASTLEVALE RENTAL ACCOUNT

FOR THE YEAR ENDED 30TH SEPTEMBER 2011

	<u>2011</u> €	2010 £
INCOME	~	-
Residential Charges Receivable	0	0
Losses Arising from Vacancies	- 0	0
Other Rental Income	15,600	7,800
	15,600	7,800
<u>DIRECT EXPENSES</u> :		
Wages	0	0
Food, Provisions Etc	0	0
Rates and Insurances	1,319	2,226
Heat and Light	0	353
Repairs and Maintenance	0	212
	1,319	2,791
	14,281	5,009
OTHER EXPENDITURE		
Printing, Postage, Stationery and Telephone	0	0
Bank Charges	0	3
Professional Fees	0	2,238
Sundry Expenses	0	$\frac{0}{2,241}$
NET SURPLUS/(DEFICIT)	14,281	2,768

BANKHILL SOCIAL HOUSING ACCOUNT

FOR THE YEAR ENDED 30TH SEPTEMBER 2011

	<u>2011</u>	<u>2010</u>
INCOME	£	£
Residential Charges Receivable	111,081	101,610
Losses Arising from Vacancies	<u>(15,023)</u> 96,058	<u>(9,557)</u> 92,053
<u>DIRECT EXPENSES</u> :	,	7-,
DINEST EM EMOSS.		
Wages	54,196	56,351
Food, Provisions Etc	13,685	12,766
Rates and Insurances	3,893	3,595
Heat and Light	7,116	8,386
Repairs and Maintenance	10,913	7,569
	89,803	88,667
	6,255	3,386
OTHER EXPENDITURE		
Printing, Postage, Stationery and Telephone	886	1,417
Professional Fees	0	0
Bank Charges	374	359
Sundry Expenses	1,080	<u>767</u>
	2,340	2,543
NET SURPLUS/(DEFICIT)	3,915	843