

**THE ABBEYFIELD (HARWICH & DISTRICT)
SOCIETY LIMITED**

COMPANY LIMITED BY GUARANTEE

UNAUDITED FINANCIAL STATEMENTS

31 JANUARY 2012



Charity Number 262221

MICHAEL PAYNE & CO LLP
Chartered Certified Accountants
Windsor House
103 Whitehall Road
Colchester
Essex
CO2 8HA

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
YEAR ENDED 31 JANUARY 2012**

CONTENTS	PAGE
Trustees Annual Report	3
Statement of Financial Activities (incorporating the income and expenditure account)	6
Balance sheet	7
Notes to the financial statements	8
The following pages do not form part of the financial statements	
Detailed statement of financial activities	14

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
TRUSTEES ANNUAL REPORT
YEAR ENDED 31 JANUARY 2012**

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 January 2012

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name THE ABBEYFIELD (HARWICH & DISTRICT)
SOCIETY LIMITED

Charity registration number 262221

Company registration number 00970845

Registered office Abbeyfield House
93 Fronks Road
Dovercourt
Harwich
Essex
CO12 4EQ

THE TRUSTEES

The trustees who served the charity during the period were as follows

Mrs M R Payne
Mrs M Coleman
Mrs P Brown
Mrs J M Nightingale
Mrs P Tilley
Dr B J Bartley - resigned 1/6/2011

Dr B J Bartley retired as a trustee on 1 June 2011

Secretary Mrs M R Payne

Accountants Michael Payne & Co LLP
Chartered Certified Accountants
Windsor House
103 Whitehall Road
Colchester
Essex
CO2 8HA

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Society is a registered charity, incorporated under the Companies Act 2006 as a company limited by guarantee, and is therefore governed by a memorandum and articles of association

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 JANUARY 2012

OBJECTIVES AND ACTIVITIES

The charity's objectives and principal activities continue to be to establish and maintain homes for the elderly

ACHIEVEMENTS AND PERFORMANCE

The house continues to offer a high standard sheltered accommodation for the elderly

FINANCIAL REVIEW

The charity's financial position remains strong and continues to recorded a surplus for the year The Trustees are committed to using the surplus to maintain the high standard of maintenance the residents are used to

PLANS FOR FUTURE PERIODS

Resident's rooms have been redecorated and refurbished as they became vacant during the year The gardens have been given an up lift and new garden furniture and a greenhouse have been provided The committee are exploring the possibility of providing en-suit facilities in some rooms

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of the Abbeyfield (Harwich & District) Society Limited for the purposes of company law) are responsible for preparing the Trustees Annual 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 which 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 judgements and estimates that are reasonable and prudent,

state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JANUARY 2012

RESPONSIBILITIES OF THE TRUSTEES *(continued)*

The trustees are responsible for keeping proper accounting records that 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. The trustees 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.

ACCOUNTANTS

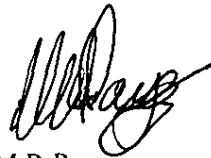
are deemed to be re-appointed under section 487(2) of the Companies Act 2006

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

Registered office
Abbeyfield House
93 Fronks Road
Dovercourt
Harwich
Essex
CO12 4EQ

Signed on behalf of the trustees



M R Payne
Chairman

29/10/2012

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 JANUARY 2012

	Note	Total Funds 2012 £	Total Funds 2011 £
INCOMING RESOURCES			
Incoming resources from generating funds			
Voluntary income	2	–	699
Investment income	3	15	13
Incoming resources from charitable activities	4	70,442	94,972
TOTAL INCOMING RESOURCES		<u>70,457</u>	<u>95,684</u>
RESOURCES EXPENDED			
Charitable activities	5/6	(65,339)	(85,805)
Governance costs	7	(988)	(971)
TOTAL RESOURCES EXPENDED		<u>(66,327)</u>	<u>(86,776)</u>
NET INCOMING RESOURCES FOR THE YEAR/NET INCOME FOR THE YEAR	8	4,130	8,908
RECONCILIATION OF FUNDS			
Total funds brought forward		234,573	225,665
TOTAL FUNDS CARRIED FORWARD		<u>238,703</u>	<u>234,573</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 8 to 12 form part of these financial statements

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 JANUARY 2012

FIXED ASSETS

Tangible assets	10	181,047	187,385
-----------------	----	---------	---------

CURRENT ASSETS

Debtors	11	1,533	2,713
Cash at bank and in hand	12	58,043	46,293
		<u>59,576</u>	<u>49,006</u>

CREDITORS: Amounts falling due within one year

	13	<u>(1,920)</u>	<u>(1,818)</u>
--	----	----------------	----------------

NET CURRENT ASSETS

		<u>57,656</u>	<u>47,188</u>
--	--	---------------	---------------

TOTAL ASSETS LESS CURRENT LIABILITIES

		<u>238,703</u>	<u>234,573</u>
--	--	----------------	----------------

NET ASSETS

		<u>238,703</u>	<u>234,573</u>
--	--	----------------	----------------

FUNDS

Restricted income funds	14	151,070	151,070
Unrestricted income funds	15	87,633	83,503

TOTAL FUNDS

		<u>238,703</u>	<u>234,573</u>
--	--	----------------	----------------

The trustees are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476(1) of the Act

The trustees acknowledge their responsibilities for

- (i) ensuring that the charity keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

These financial statements were approved by the members of the committee on the 29/10/2012 and are signed on their behalf by

MRS M R PAYNE
Director

Company Registration Number 00970845

The notes on pages 8 to 12 form part of these financial statements

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JANUARY 2012**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small

Fixed assets

All fixed assets are initially recorded at cost

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows

Buildings - 5% straight line
Fixtures and fittings - 10% reducing balance

2. VOLUNTARY INCOME

	Total Funds 2012 £	Total Funds 2011 £
Donations		
Donations from Friends of Abbeyfield	—	699

3. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Bank interest receivable	15	15	13

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JANUARY 2012**

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Rental income	70,245	70,245	94,734
Lunches and laundry	197	197	238
	<u>70,442</u>	<u>70,442</u>	<u>94,972</u>

5. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Support Costs	65,339	65,339	85,805

6. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Support Costs £	Total Funds 2012 £	Total Funds 2011 £
Other establishment and running costs	65,339	65,339	85,805

7. GOVERNANCE COSTS

	Unrestricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Affiliation fees	988	988	971

8. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging

	2012 £	2011 £
Depreciation	6,338	6,376
Auditors' fees	—	381

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2012 £	2011 £
Wages and salaries	31,957	31,194
Social security costs	—	—
	<u>31,957</u>	<u>31,194</u>

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JANUARY 2012**

9. STAFF COSTS AND EMOLUMENTS *(continued)*

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows

	2012	2011
	No	No
Average number of part-time staff	<u>4</u>	<u>5</u>

No employee received remuneration of more than £60,000 during the year (2011 - Nil)

10. TANGIBLE FIXED ASSETS

	Land and buildings £	Other plant & machinery etc. £	Total £
COST			
At 1 February 2011 and 31 January 2012	<u>250,000</u>	<u>28,385</u>	<u>278,385</u>
DEPRECIATION			
At 1 February 2011	66,000	25,000	91,000
Charge for the year	<u>6,000</u>	<u>338</u>	<u>6,338</u>
At 31 January 2012	<u>72,000</u>	<u>25,338</u>	<u>97,338</u>
NET BOOK VALUE			
At 31 January 2012	<u>178,000</u>	<u>3,047</u>	<u>181,047</u>
At 31 January 2011	<u>184,000</u>	<u>3,385</u>	<u>187,385</u>

Included in the cost of freehold property is freehold land on £130,000 (2010 £130,000) which is not depreciated

11. DEBTORS

	2012	2011
	£	£
Other debtors	-	1,096
Prepayments	<u>1,533</u>	<u>1,617</u>
	<u>1,533</u>	<u>2,713</u>

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JANUARY 2012**

12. CASH AT BANK AND IN HAND

	2012 £	2011 £
Business high interest account	32,359	28,144
Bank current account (inc overdrafts)	25,603	18,102
Cash in hand	81	47
	<u>58,043</u>	<u>46,293</u>

13. CREDITORS: Amounts falling due within one year

	2012 £	2011 £
Trade creditors	—	182
PAYE and social security	269	334
Other creditors	1,651	1,302
	<u>1,920</u>	<u>1,818</u>

14. RESTRICTED INCOME FUNDS

	Balance at 1 Feb 2011 and at 31 Jan 2012 £
Revaluation reserve	<u>151,070</u>

There have been no movements on restricted funds during the year ended 31 January 2012

15. UNRESTRICTED INCOME FUNDS

	Balance at 1 Feb 2011 £	Incoming resources £	Balance at 31 Jan 2012 £
General Funds	<u>83,503</u>	<u>4,130</u>	<u>87,633</u>

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Restricted Income Funds:			
Revaluation reserve	151,070	—	151,070
Unrestricted Income Funds	<u>29,977</u>	<u>57,656</u>	<u>87,633</u>
Total Funds	<u>181,047</u>	<u>57,656</u>	<u>238,703</u>

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JANUARY 2012**

17. CONTINGENCIES

The trustees have confirmed that there were no contingent liabilities which should be disclosed at 31 January 2011

18. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and as such does not have a share capital. The members' liability in the event of winding up is limited to £1 for each member. As at 31 January 2012 this amounted to £6 (2011 £6)

19. PENSIONS

The charity has not operated, or contributed to any pension scheme on behalf of its employees

20. CAPITAL COMMITMENTS

The trustees have confirmed that there were no capital commitments at 31 January 2012

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
MANAGEMENT INFORMATION
YEAR ENDED 31 JANUARY 2012**

The following pages do not form part of the statutory financial statements

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE**

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 JANUARY 2012

	2012 £	2011 £
INCOMING RESOURCES		
VOLUNTARY INCOME		
Donations from Friends of Abbeyfield	—	699
INVESTMENT INCOME		
Bank interest receivable	15	13
INCOMING RESOURCES FROM CHARITABLE ACTIVITIES		
Rental income	70,245	94,734
Lunches and laundry	197	238
	<u>70,442</u>	<u>94,972</u>
TOTAL INCOMING RESOURCES	<u>70,457</u>	<u>95,684</u>
RESOURCES EXPENDED		
CHARITABLE ACTIVITIES		
Staff costs - Wages & Salaries	31,957	31,194
Establishment - Rates & Water	3,414	3,604
Establishment - Light & heat	4,590	5,195
Establishment - Repairs & maintenance	5,150	23,042
Establishment - Insurance	1,757	1,746
Establishment - Other	146	153
Professional - Accountancy fees	1,956	1,993
Professional - Auditor fees	—	381
Office expenses - Telephone	339	363
Office expenses - Other	63	12
Depreciation	6,338	6,376
Sundry expenses	193	95
Careline	1,451	1,293
Housekeeping	7,985	10,358
	<u>65,339</u>	<u>85,805</u>
GOVERNANCE COSTS		
Affiliation fees	988	971
TOTAL RESOURCES EXPENDED	<u>66,327</u>	<u>86,776</u>
NET INCOMING RESOURCES FOR THE YEAR	<u>4,130</u>	<u>8,908</u>

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE**

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 JANUARY 2012

	2012 £	2011 £
CHARITABLE ACTIVITIES		
Other establishment and running costs		
<i>Support Costs</i>		
Staff costs - Wages & Salaries	31,957	31,194
Establishment - Rates & Water	3,414	3,604
Establishment - Light & heat	4,590	5,195
Establishment - Repairs & maintenance	5,150	23,042
Establishment - Insurance	1,757	1,746
Establishment - Other	146	153
Professional - Accountancy fees	1,956	1,993
Professional - Auditor fees	-	381
Office expenses - Telephone	339	363
Office expenses - Other	63	12
Depreciation	6,338	6,376
Sundry expenses	193	95
Careline	1,451	1,293
Housekeeping	7,985	10,358
	<u>65,339</u>	<u>85,805</u>