

**THE ABBEYFIELD (HARWICH & DISTRICT)
SOCIETY LIMITED**
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
31 JANUARY 2013

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 2013**

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**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
TRUSTEES ANNUAL REPORT
YEAR ENDED 31 JANUARY 2013**

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 2013

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY LIMITED
Charity registration number	262221
Company registration number	00970845
Registered office	Windsor House 103 Whitehall Road Colchester Essex CO2 8HA

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
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

OBJECTIVES AND ACTIVITIES

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

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

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JANUARY 2013

ACHIEVEMENTS AND PERFORMANCE

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

FINANCIAL REVIEW

The charity's financial position continues to remain strong. The Trustees are committed to using the surplus to maintain the high standard of maintenance the residents are used to

PLANS FOR FUTURE PERIODS

Residents rooms have been redecorated and refurbished as they became vacant during the year. En-suite facilities have been completed in two rooms and further facilities are planned for the future

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 regulations

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees 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 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 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 accounting 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 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.

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

TRUSTEES ANNUAL REPORT *(continued)*

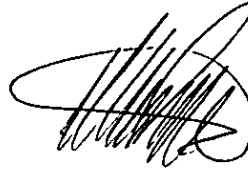
YEAR ENDED 31 JANUARY 2013

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

23/10/2013

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

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

YEAR ENDED 31 JANUARY 2013

	Note	Total Funds 2013 £	Total Funds 2012 £
INCOMING RESOURCES			
Incoming resources from generating funds			
Investment income	2	17	15
Incoming resources from charitable activities	3	66,821	70,442
TOTAL INCOMING RESOURCES		<u>66,838</u>	<u>70,457</u>
RESOURCES EXPENDED			
Charitable activities	4/5	(65,722)	(65,339)
Governance costs	6	—	(988)
TOTAL RESOURCES EXPENDED		<u>(65,722)</u>	<u>(66,327)</u>
NET INCOMING RESOURCES FOR THE YEAR/NET INCOME FOR THE YEAR	7	1,116	4,130
RECONCILIATION OF FUNDS			
Total funds brought forward		238,703	234,573
TOTAL FUNDS CARRIED FORWARD		<u>239,819</u>	<u>238,703</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 6 to 10 form part of these financial statements

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

BALANCE SHEET

31 JANUARY 2013

FIXED ASSETS

Tangible assets	9	192,550	181,047
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CURRENT ASSETS

Debtors	10	-	1,533
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Cash at bank and in hand	11	48,921	58,043
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		<u>48,921</u>	<u>59,576</u>
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CREDITORS: Amounts falling due within one year	12	<u>(1,652)</u>	<u>(1,920)</u>
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NET CURRENT ASSETS		47,269	57,656
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TOTAL ASSETS LESS CURRENT LIABILITIES		<u>239,819</u>	<u>238,703</u>
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NET ASSETS		<u>239,819</u>	<u>238,703</u>
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FUNDS

Restricted income funds	13	151,070	151,070
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Unrestricted income funds	14	88,749	87,633
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TOTAL FUNDS		<u>239,819</u>	<u>238,703</u>
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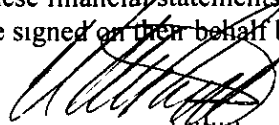
The trustees are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476(1) of 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 23/10/2013 and are signed on their behalf by



MRS M R PAYNE
Director

Company Registration Number 00970845

The notes on pages 6 to 10 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 2013**

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
Improvements to premises - 10% reducing balance
Fixtures and fittings - 10% reducing balance

2. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£
Bank interest receivable	<u>17</u>	<u>17</u>	<u>15</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£
Rental income	66,754	66,754	70,245
Lunches and laundry	<u>67</u>	<u>67</u>	<u>197</u>
	<u>66,821</u>	<u>66,821</u>	<u>70,442</u>

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 JANUARY 2013

4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£
Support Costs	<u>65,722</u>	<u>65,722</u>	<u>65,339</u>

5. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Support Costs	Total Funds 2013	Total Funds 2012
	£	£	£
Other establishment and running costs	<u>65,722</u>	<u>65,722</u>	<u>65,339</u>

6. GOVERNANCE COSTS

	Total Funds 2013	Total Funds 2012
	£	£
Affiliation fees	<u>-</u>	<u>988</u>

7. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging - -

	2013	2012
	£	£
Depreciation	<u>8,284</u>	<u>6,338</u>

8. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2013	2012
	£	£
Wages and salaries	32,135	31,957
Social security costs	-	-
	<u>32,135</u>	<u>31,957</u>

Particulars of employees:

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

	2013	2012
	No	No
Average number of part-time staff	<u>4</u>	<u>4</u>

No employee received remuneration of more than £60,000 during the year (2012 - Nil)

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 JANUARY 2013

9. TANGIBLE FIXED ASSETS

	Land and buildings £	Other plant & machinery etc. £	Total £
COST			
At 1 February 2012	250,000	28,385	278,385
Additions	—	19,787	19,787
At 31 January 2013	<u>250,000</u>	<u>48,172</u>	<u>298,172</u>
DEPRECIATION			
At 1 February 2012	72,000	25,338	97,338
Charge for the year	6,000	2,284	8,284
At 31 January 2013	<u>78,000</u>	<u>27,622</u>	<u>105,622</u>
NET BOOK VALUE			
At 31 January 2013	<u>172,000</u>	<u>20,550</u>	<u>192,550</u>
At 31 January 2012	<u>178,000</u>	<u>3,047</u>	<u>181,047</u>

Included in the cost of freehold property is freehold land on £130,000 (2012 £130,000) which is not depreciated

10. DEBTORS

	2013 £	2012 £
Prepayments	—	1,533

11. CASH AT BANK AND IN HAND

	2013 £	2012 £
Business high interest account	36,576	32,359
Bank current account (inc overdrafts)	12,304	25,603
Cash in hand	41	81
	<u>48,921</u>	<u>58,043</u>

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JANUARY 2013**

12. CREDITORS: Amounts falling due within one year

	2013 £	2012 £
PAYE and social security	301	269
Other creditors	1,351	1,651
	<u>1,652</u>	<u>1,920</u>

13. RESTRICTED INCOME FUNDS

	Balance at 1 Feb 2012 and at 31 Jan 2013 £
Revaluation reserve	<u>151,070</u>

There have been no movements on restricted funds during the year ended 31 January 2013

14. UNRESTRICTED INCOME FUNDS

	Balance at 1 Feb 2012 £	Incoming resources £	Balance at 31 Jan 2013 £
General Funds	<u>87,633</u>	<u>1,116</u>	<u>88,749</u>

15. 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>41,480</u>	<u>45,291</u>	<u>86,771</u>
Total Funds	<u>192,550</u>	<u>45,291</u>	<u>237,841</u>

16. CONTINGENCIES

The trustees have confirmed that there were no contingent liabilities which should be disclosed at 31 January 2013

17. 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 2013 this amounted to £6 (2012 £6)

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 JANUARY 2013**

18. PENSIONS

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

19. CAPITAL COMMITMENTS

The trustees have confirmed that there were no capital commitments at 31 January 2013

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
MANAGEMENT INFORMATION
YEAR ENDED 31 JANUARY 2013**

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 2013

	2013 £	2012 £
INCOMING RESOURCES		
INVESTMENT INCOME		
Bank interest receivable	17	15
	<u> </u>	<u> </u>
INCOMING RESOURCES FROM CHARITABLE ACTIVITIES		
Rental income	66,754	70,245
Lunches and laundry	67	197
	<u>66,821</u>	<u>70,442</u>
	<u> </u>	<u> </u>
TOTAL INCOMING RESOURCES	<u>66,838</u>	<u>70,457</u>
	<u> </u>	<u> </u>
RESOURCES EXPENDED		
CHARITABLE ACTIVITIES		
Staff costs - Wages & Salaries	32,135	31,957
Establishment - Rates & Water	3,204	3,414
Establishment - Light & heat	4,976	4,590
Establishment - Repairs & maintenance	3,289	5,150
Establishment - Insurance	1,683	1,757
Establishment - Other	146	146
Motor and travel costs - Other	208	—
Professional - Accountancy fees	1,808	1,956
Office expenses - Telephone	307	339
Office expenses - Other	242	63
Depreciation	8,284	6,338
Sundry expenses	509	193
Careline	1,139	1,451
Housekeeping	7,792	7,985
	<u>65,722</u>	<u>65,339</u>
	<u> </u>	<u> </u>
GOVERNANCE COSTS		
Affiliation fees	—	988
	<u> </u>	<u> </u>
TOTAL RESOURCES EXPENDED	<u>65,722</u>	<u>66,327</u>
	<u> </u>	<u> </u>
NET INCOMING RESOURCES FOR THE YEAR	<u>1,116</u>	<u>4,130</u>

**THE ABBEYFIELD (HARWICH & DISTRICT) SOCIETY
LIMITED
COMPANY LIMITED BY GUARANTEE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 JANUARY 2013**

	2013 £	2012 £
CHARITABLE ACTIVITIES		
Other establishment and running costs		
<i>Support Costs</i>		
Staff costs - Wages & Salaries	32,135	31,957
Establishment - Rates & Water	3,204	3,414
Establishment - Light & heat	4,976	4,590
Establishment - Repairs & maintenance	3,289	5,150
Establishment - Insurance	1,683	1,757
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