

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED

(A Company Limited by Guarantee)

Report and Unaudited Financial Statements

Year ended 31 March 2016

Charity no: 265137

Company no: 1084439



THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED
(A Company Limited by Guarantee)

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Legal and administrative information

Company Number

01084439 (England and Wales)

Charity Number

265137

Housing Association Number

H0213

Directors / Trustees

P L Rastall (Chairman)

N J Meldrum (Treasurer)

S E Butler

K M Charles

M G Coultrup

E A Moore

Company Secretary

M G Coultrup

Registered Office

Tannerswood, 11 Greenways, Abbots Langley, Watford, Hertfordshire, WD5 0EU

Independent Accountants

Campbell Wilson FCA ATII

Howard Wilson, 36 Crown Rise, Watford, Herts. WD25 0NE

Annual Report of the Trustees

The Trustees present their annual report and unaudited financial statements for the year ended 31 March 2016.

Structure, governance and management

The company is limited by guarantee, is a registered charity (no: 265137), is registered under the Housing Act 1985 (no: H0213) and is wholly engaged in housing activities as defined by the Act. The Society's board of Trustees are legally responsible for running the organisation, their details are shown on the Legal and Administration page to these financial statements.

Trustees are recruited, inducted and trained as and when required. All current trustees are eligible for re-appointment at the next AGM.

Objectives and activities

The Society was established for the primary objects of:

- a) the relief and care of elderly persons of all classes suffering from the disabilities of old age or otherwise in need;
- b) the spreading of Christian principles to all human relationships and application of humanitarian aims and to promote the relief of the elderly; and
- c) to provide further education in the sphere of voluntary work, social work and similar activities so as to inculcate the principles of good citizenship.

Achievements and performance

The principal activity of the Society continues to be that of a registered social landlord. The Society operated throughout the year from one location, Tannerswood.

The average number of units available in Tannerswood during the year was 12 (2015: 11.8).

Financial review

The income and expenditure of the Society during the year are set out in the Income and Expenditure Account page to these financial statements.

The Society recorded a surplus for the year of £29,133 (2015: £3,255 surplus). The Trustees are pleased with these results and the on-going financial strength of the Society.

They are particularly pleased that most of the surplus improvement results from higher occupancy levels and the resultant £16,439 reduction in the cost of rent voids.

Throughout the year the Trustees focused on re-building the cash reserves of the Society, which had been significantly depleted by the major building refurbishment project. This was necessary in order to ensure that the Society has the resilience it needs to cope with the inevitable turnover of residents and the ability to withstand any unplanned need to replace or repair any of its major equipment or building assets.

The Trustees are now able to focus once again on improving the service and facilities the Society offers its residents.

Reserves Policy

The Society has an obligation to provide on a continuing basis for the repairs and maintenance of the property based on a planned programme of works including major repairs for which Social Housing Grant ("SHG") will not be claimed. Transfers to and from these reserves are made at the discretion of the Board.

The level of reserves held at 31 March 2016 is shown on the Balance Sheet.

Investment Powers

Under the Memorandum and Articles of Association, the Society has the power to make any investment that the Trustees see fit.

Annual Report of the Trustees

Directors and Trustees

The directors of the charitable company ('the Society') are its Trustees for the purpose of Society law and throughout this report are referred to as the Trustees. A list of the Trustees are given on the Legal and Administration page to the financial statements. All of the Trustees named on that page served during the year. The board of Trustees has the power to appoint additional Trustees as it sees fit. Those Trustees appointed during the period plus one third of the existing Trustees must retire by rotation at the next Annual General Meeting. All retiring Trustees are eligible for re-election.

Remuneration

No remuneration is payable to the Trustees.

Risk review

Internal risks are minimised by the implementation of procedures for the authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Society. These procedures will be periodically reviewed to ensure that they still meet the needs of the Society. The Trustees have conducted their own review of the major risks to which the Society is exposed and have established systems to mitigate those risks. These risks include damage to reputation, criminal acts, data loss, health and safety, and change to funding sources.

Employee involvement and employment of the disabled

The Trustees wish to record thanks to all the staff who have contributed to the success of the Society during the year under review.

The charitable company employs one part-time cook with a severe hearing disability. This presents no problems in the place of work and the situation is satisfactory for all concerned.

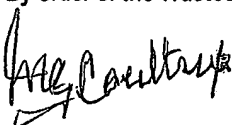
Volunteers

The Trustees also wish to record their heartfelt thanks to the many volunteers without whom the Society would be unable to maintain the quality of service at the level of expenditure that is currently enjoyed.

Independent Examiner

A resolution will be proposed at the forthcoming Annual General Meeting that Howard Wilson, Chartered Accountants, be re-appointed as Independent Examiner for the ensuing year.

By order of the Trustees



M G Coultrup
Trustee

Date: 15 September 2016

Statement of Trustees Responsibilities

The Trustees, who are also the directors of The Abbeyfield Abbots Langley Society Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Generally Accepted Accounting Practice).

The registered social housing legislation requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the surplus or deficit for that year.

In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 assume that the charity will continue its operations.

The Trustees are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Part 111 of Schedule 1 to the Housing Act 1996 and the Accounting Requirements for Registered Social Landlords general Determination 2006 and the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware, there is no relevant accounting information (information needed by the charity's Accountants in connection with preparing their report) of which the charity's Accountants are unaware, and each Trustee has taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant accounting information and to establish that the charity's Accountants are aware of that information.

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED
(A Company Limited by Guarantee)

**Independent Examiners Report to the Trustees of
The Abbeyfield Abbots Langley Society Limited**
(A Company Limited by Guarantee)

I report on the accounts of the The Abbeyfield Abbots Langley Society Limited for the year ended 31 March 2016, which are set out on pages 6 to 12.

Respective responsibilities of trustees and examiner

The trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to 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 charity 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 trustees 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:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) have not been met; or;
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Campbell Wilson FCA ATII

Howard Wilson,
36 Crown Rise,
Watford, Herts.
WD25 0NE

Date: 15 September 2016

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED

(A Company Limited by Guarantee)

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2016**

	Notes	General Funds	Restricted Funds	2016 £	2015 £
Turnover	3	131,296	-	131,296	109,947
Direct Costs		-	-	-	-
Gross surplus		131,296	-	131,296	109,947
Operating costs	4	104,722	-	104,722	104,551
Other income		5,110	-	5,110	800
Operating surplus		31,684	-	31,684	6,196
Other interest receivable	5	2	-	2	5
Interest payable		(2,553)	-	(2,553)	(2,946)
Surplus for the year	6	29,133	-	29,133	3,255
Retained reserves brought forward		99,417	640	100,058	96,802
Retained reserves carried forward	13	128,550	£ 640	£ 129,191	£ 100,057

The income and expenditure account includes all gains and deficits recognised in the year.

All turnover and surpluses derive from continuing activities.

The accompanying notes form an integral part of this Income and Expenditure Account

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED**(A Company Limited by Guarantee)****BALANCE SHEET AT 31 MARCH 2016**

	Notes	2016	2015
Fixed Assets			
Housing properties	9	403,321	407,469
Social Housing Grant		(279,924)	(279,924)
Net book value of housing properties		123,397	127,545
Other fixed assets	9	3,090	3,864
Total fixed assets		126,487	131,409
Current Assets			
Debtors	10	2,085	1,837
Cash at bank and in hand		49,988	24,308
Total current assets		52,073	26,145
Liabilities			
Creditors: Amounts falling due within one year	11	15,216	15,750
Net current assets		36,857	10,395
Total assets less current liabilities		163,344	141,804
Creditors: Amounts falling due after more than one year	12	34,154	41,747
Net assets		£ 129,190	100,057
FUNDS			
Restricted reserve	13	640	640
Revenue reserve	13	128,550	99,417
		£ 129,190	£ 100,057

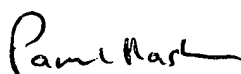
For the financial year ended 31 March 2016 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- The members have not required the charitable company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and signed by the director and authorised for issue on 15 September 2016



P L Rastall
Trustee



M G Coultrup
Trustee

Company Registration No: 1084439

The accompanying notes form an integral part of this Balance Sheet

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2016

1 COMPANY INFORMATION, STATUS AND MEMBERS LIABILITY

The Abbeyfield Abbots Langley Society Limited is a private company limited by guarantee incorporated in England and Wales. The company is also a registered charity. The registered office is Tannerswood, 11 Greenways, Abbots Langley, Watford, Hertfordshire, WD5 0EU. The extent of the liability of the members of the company on a winding up is limited to a maximum of one pound each.

2 ACCOUNTING POLICIES

Accounting Convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements have been adapted in order to comply with Housing and Regeneration Act 2008 and with the Accounting Direction for private registered providers of social housing in England 2015.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared on the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements. The principal accounting policies adopted are set out below.

Housing Association Grants

Housing Association Grants and Social Housing Grants (SHG) are made by the Housing Corporation and are utilised to reduce the amount of mortgage loan in respect of an approved scheme. The grants are paid direct to the lending authority and are reflected in the financial statements of the Charitable Company only when the payment has been made and the relevant mortgage loan reduced. The cost of the housing property is reduced by the amount of the grant.

Social Housing Grant

Social Housing Grant (SHG) is receivable against the capital cost of housing properties. In the event of the sale of the property, SHG is repayable unless the Housing Corporation permits either abatement or the recycling of funds against the cost of another society property.

Incoming Resources

The charitable company's policy is to recognise all incoming resources on a receivable basis.

Donations and grant income are recognised in the financial statements when the charity becomes beneficially entitled to the income. Where claimable, this also includes Gift Aid reclaimed.

The value of services provided by the volunteers is not included in the Statement of Financial Activities ("SOFA").

Grants Receivable

Grants receivable are credited to the SOFA in the year for which they are received. Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received.

Resources Expended

Resources expended are included in the SOFA on an accruals basis inclusive of VAT.

Unrestricted Funds

Unrestricted Funds are donations and other incoming resources received or generated for the charitable purposes.

Restricted Funds

Restricted funds are funds received which can only be used for the specific purpose as laid out by the donor. Expenditure which meets this criteria is identified to the fund, together with a fair allocation of overhead costs. The aim and use of each restricted fund is set out in the note to the financial statements.

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED

(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2016

Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Freehold Land & Buildings	-	over 50 years
Furniture and Equipment	-	20% Reducing Balance

The Trustees have a policy of charging individual items costing less than £1,000 directly to the SOFA in the year of purchase.

Taxation

The activities of The Abbeyfield Abbots Langley Society Limited are exempt from Corporation Tax to the extent that they are applied to the organisation's charitable objects.

The charitable company is not registered for VAT. Accordingly, no VAT is charged to residents and all expenditure in the financial statements includes the relevant VAT.

Pension costs

The charitable company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charitable company. The annual contributions payable are charged to the SOFA.

The amounts charged to the SOFA for defined contribution schemes represent the contributions payable to the schemes in respect of the period. Further details concerning the charitable company's pension arrangements are set out in note 15.

Employee Benefits

The costs of short-term benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

3 TURNOVER

Income from lettings:

	2016	2015
	£	£
Gross rents [12 units (2015: 12 units)]	144,440	139,530
Less: Rent losses from voids	(13,144)	(29,583)
	<u>131,296</u>	<u>109,947</u>

Other income:

Grants - Hertfordshire County Council	1,000	-
Grants - Other	2,624	-
Donations Received	927	451
Other income	559	349
	<u>136,406</u>	<u>110,747</u>

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED

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**NOTES TO THE FINANCIAL STATEMENTS
AT 31 MARCH 2016**

4 OTHER OPERATING EXPENSES	Unrestricted Funds £	Restricted Funds £	2016 £	2015 £
Wages and Salaries	46,819	-	46,819	41,582
Other Staff Costs	3,440	-	3,440	3,821
Utilities	6,623	-	6,623	6,337
Premises and Insurance	3,626	-	3,626	3,508
Housekeeping	16,959	-	16,959	16,113
General Administration Costs	6,417	-	6,417	5,843
Maintenance and Renewals	12,509	-	12,509	19,196
Affiliation Fee	3,407	-	3,407	2,813
Depreciation	4,922	-	4,922	5,116
Other Costs	-	-	-	222
	<u>104,722</u>	<u>-</u>	<u>104,722</u>	<u>104,551</u>

5 INVESTMENT INCOME	Unrestricted Funds £	Restricted Funds £	2016 £	2015 £
Interest on cash deposits	2	-	2	5
	<u>2</u>	<u>-</u>	<u>2</u>	<u>5</u>

6 OPERATING SURPLUS/(DEFICIT)	2016 £	2015 £
The operating surplus/(deficit) for the period is stated after the following:		
Independent Examiners' remuneration	1,200	1,200
Depreciation	4,922	5,116
	<u>1,200</u>	<u>5,116</u>

7 TRUSTEES

The trustees neither received nor waived any remuneration or emoluments during the year (2015: £nil).

Out of pocket expenses were reimbursed to trustees as follows:

	2016 Number	2015 Number	2016 £	2015 £
Travel and accommodation	1	1	186	198
	<u>1</u>	<u>1</u>	<u>186</u>	<u>198</u>

8 EMPLOYEES

The average weekly number of part-time staff employed by the charitable company during the year was as follows:

	2016	2015
Direct charitable work	7	7
	<u>7</u>	<u>7</u>

Employment costs

	2016 £	2015 £
Wages and salaries	46,235	41,582
Pension costs	584	-
	<u>46,819</u>	<u>41,582</u>

None of the employees earned over £60,000 during the period.

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED

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NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2016

9 TANGIBLE FIXED ASSETS

	Freehold Land & Buildings £	Furniture and Equipment £	Total £
Cost			
At 01 April 2015 and 31 March 2016	487,340	48,023	535,363
Depreciation			
At 01 April 2015	79,871	44,159	124,030
Charge for the year	4,148	774	4,922
At 31 March 2016	84,019	44,933	128,952
Net book value			
At 31 March 2016	403,321	3,090	406,411
At 31 March 2015	407,469	3,864	411,333

10 DEBTORS

	2016 £	2015 £
Other debtors	166	90
Prepayments and accrued income	1,919	1,747
	2,085	1,837

11 CREDITORS

	2016 £	2015 £
Amounts falling due within one year		
Bank loans and overdraft	8,582	8,375
Other creditors	3,391	3,292
Other taxes and social security costs	1,186	1,027
Accruals	2,057	3,056
	15,216	15,750

12 CREDITORS

	2016 £	2015 £
Amounts falling due after one year		
Bank loans	34,154	41,747
Borrowings are repayable as follows:		
Bank loans		
Between one and two years	8,583	8,374
Between two and five years	25,045	25,123
After five years	526	8,250
	34,154	41,747
On demand or within one year	8,582	8,375
	42,736	50,122

The charity has two loans as follows:

- £55,000 from Barclays Bank, repayable over 25 years with interest charged at 0.875% above the base rate, commencing August 1999. The loan is secured by a fixed charge on the Society land including the property.
- £55,000 from Barclays Bank, repayable over 7 years with interest charged at 5.76% per annum, commencing February 2014. The loan is secured by a fixed charge on the Society land including property.

THE ABBEYFIELD ABBOTS LANGLEY SOCIETY LIMITED

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NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2016

13 STATEMENT OF FUNDS	At 01 April 2015 £	Income £	Expenditure £	Transfers £	At 31 March 2016 £
Unrestricted Funds	99,417	136,408	107,275	-	128,550
Total unrestricted funds	99,417	136,408	107,275	-	128,550
 Restricted Funds					
Shrub Fund	640	-	-	-	640
Total funds	100,057	136,408	107,275	-	129,190

Restricted funds

The Shrub fund was established following the donation by a resident. The donation was to be made available towards the maintenance of the shrubs on the site.

14 ANALYSIS OF NET ASSETS BETWEEN FUNDS	Unrestricted funds £	Restricted Funds £	Total £
Fund balances at 31 March 2016 are represented by:			
Tangible Fixed Assets	126,487	-	126,487
Current Assets	51,433	640	52,073
Creditors: amounts falling due within one year	(15,216)	-	(15,216)
Creditors: amounts falling due after one year	(34,154)	-	(34,154)
	128,550	640	129,190

15 PENSION COSTS

The charitable company operates a defined pension scheme for the benefit of the employees. The scheme and its assets are held by and administered by independent managers.

The contributions charged to the SOFA during the period are £584 (2015: £nil)

Contributions amounting to £135 (2015 £0) were payable to the pension scheme at 31 March 2016 and are included within creditors.