

Registered number 1108309

Charity Registration Number 266471

**The Abbeyfield Buckland Monachorum Society Limited**  
(A Company limited by guarantee without a share capital)

**Report and Accounts**

for the year ended

30 September 2010

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**The Abbeyfield Buckland Monachorum Society Limited**  
**Report and accounts**  
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**Abbeyfield Buckland Monachorum Society Limited**  
**Directors' Report**  
**for the year ended 30 September 2010**

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The Directors present their report and unaudited financial statements for the year ended 30th September 2010

**Principal Activity**

The principal activity of the company is to provide accommodation, care and companionship for elderly people in accordance with the aims and principles of the Society. This activity falls wholly within the hostel housing activities in the Housing Act 1996

**Status**

The company is

A company limited by guarantee number 1108309 having no share capital and with solely charitable objectives. Its registered office is at 25 Lockyer Street, Plymouth, Devon PL1 2QW

Registered as a charity number 266471

Registered with the Housing Corporation as a Registered Social Landlord, number H1335

**Audit Requirement**

The 2004 Housing Act enacted amendments to the 1996 Act, which now allows exemptions from audit for Registered Social Landlords meeting certain criteria

The Board of Directors are of the opinion that the company meets those exemption criteria for this year and, hence, no audit has been carried out

**Review of business and results during the year**

The Board's policy is to maintain the building and services to a high standard taking due account of Health and Safety regulations, risk assessments etc

Mainly due to the low occupancy and higher staff/officers costs, a loss of £3,395 was incurred in the year. Regrettably almost a quarter of the rooms were vacant for the year, almost twice the level in the previous year, and this caused a loss of income of £18,655 through vacant rooms. Consequently, income dropped by £3,889 compared to the previous year. Occupancy levels recovered towards the end of the financial year and, as last year, only one room remained vacant at the close of the year.

Staff costs increased due to above inflation awards to reward our excellent staff and there was an increase in hours worked so as to improve support to the ageing residents.

Maintenance expenditure increased by £394 to £2,622

Officers Allowances increased by £1,246 as more officers were granted an allowance

The property mortgage balance reduced by £5,639 during the year, resulting from the monthly payments being made. This amount has been transferred to the property equity reserve which totals £262,558

The Society continues to have more than adequate cash resources but there is a need to maintain the current high occupancy levels

Society members take great pains to oversee the care and morale of both residents and staff, and all continue to express their appreciation of a well run home whilst levying extremely reasonable charges

**Fixed Assets**

Details of cost and depreciation of fixed assets are set out in the notes. In the opinion of the Board of Directors the market value of land and buildings is in excess of £800,000

**Abbeyfield Buckland Monachorum Society Limited**  
**Directors' Report Contd**  
**for the year ended 30 September 2010**

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**Membership**

The number of members of the Society at 30th September 2010 was 23, but it has been established with Companies House that only the 6 members of the Executive Committee shall constitute the Board of Directors as nominated below

**Board of Directors**

The members of the Board who served during the year were

Mr K Farnham	Chairman
Mrs D Crichton	Chairman - House Committee
Mrs R Kehoe	Secretary
Mr C Reid	
Mr A Chilvers	Honorary Treasurer

**Other officers**

Mr J Hall	Company Secretary
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**Statement of Directors' responsibilities**

The Directors are responsible for preparing the report and accounts in accordance with applicable law and regulations

Company law requires the Directors to prepare accounts for each financial year. Under that law the Directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The accounts are required by law to give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these accounts, the Directors are required to

- select suitable accounting policies and then apply them consistently,
- 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 accounts,
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business

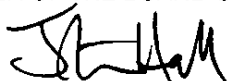
The Directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Accountants**

A resolution to reappoint Simon Murray & Co as reporting accountants will be proposed at the Annual General Meeting

BY ORDER OF THE BOARD OF DIRECTORS

J Hall



Company Secretary

08 December 2010

**Abbeyfield Buckland Monachorum Society Limited**  
**Chartered Accountants' Report**  
**for the year ended 30 September 2010**

**Chartered Accountants' Report to the Board of Directors**  
**on the unaudited accounts of Abbeyfield Buckland Monachorum Society Limited**

In accordance with the engagement letter dated 24th November 2006, and in order to assist you to fulfil your duties under the Companies Act 2006, and the Housing Act 2004, we have compiled the accounts of the company which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the accounts that we have been engaged to compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of accounts.

You have acknowledged in the Directors' Report your duty to ensure that the company has kept proper accounting records and to prepare accounts that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

Having reviewed all the statutory legislation applicable to the company we can confirm, that in our opinion the company is exempt from audit and accordingly we have not been instructed to carry out an audit of the accounts, and therefore an audit has not been carried out.

However we can confirm that the accounts comply with the Housing Corporation's requirements under the Housing Act 1996, that the accounts are in agreement with the accounting records kept by the company under the Act, and that having regard only to, and on the basis of, the information in those accounting records, the accounts have been drawn up in a manner consistent with the provisions of the Act.

Simon Murray & Co  
Chartered Accountants

Woburn House  
Yelverton  
Devon  
PL20 6BS

09 December 2010

**The Abbeyfield Buckland Monachorum Society Limited**  
**Income and Expenditure Account**  
**for the year ended 30 September 2010**

	Notes	2010 £	2009 £
Turnover	2	64,155	69,331
Administrative expenses		(66,943)	(66,842)
<b>Operating Deficit/Surplus</b>	3	(2,788)	2,489
Interest receivable		342	1,793
Interest payable	6	(949)	(2,435)
<b>Deficit/Surplus on ordinary activities before taxation</b>		(3,395)	1,847
Tax on surplus on ordinary activities (See Note 1 on page 7)		-	-
<b>Deficit/Surplus for the financial year</b>		<u>(3,395)</u>	<u>1,847</u>

**Continuing operations**

None of the company's activities were acquired or discontinued during the above two financial years

**Statement of total recognised gains and losses**

The company has no recognised gains or losses other than the surplus for the above two financial years

**The Abbeyfield Buckland Monachorum Society Limited**  
**Balance Sheet**  
**as at 30 September 2010**

	Notes	2010 £	2009 £
<b>Fixed assets</b>			
Tangible assets	7	324,514	314,473
<b>Current assets</b>			
Charities deposit fund		60,485	76,143
Cash at bank and in hand		977	5,234
		<u>61,462</u>	<u>81,377</u>
<b>Creditors: amounts falling due within one year</b>	8	(6,163)	(7,003)
<b>Net Current Assets</b>		<u>55,299</u>	<u>74,374</u>
<b>Total assets less current liabilities</b>		<u>379,813</u>	<u>388,847</u>
<b>Creditors: amounts falling due after more than one year</b>	9	(43,761)	(49,400)
<b>Net Assets</b>		<u>336,052</u>	<u>339,447</u>
<b>Capital and reserves</b>			
Property Equity reserve	11	262,558	256,919
General fund	12	73,494	82,528
	13	<u>336,052</u>	<u>339,447</u>

The Directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that the members have not required the company to obtain an audit in accordance with section 476 of the Act

The Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime



K Fairham  
Director

Approved by the board on 8 December 2010

**The Abbeyfield Buckland Monachorum Society Limited**  
**Cash Flow Statement**  
**for the year ended 30 September 2010**

	<b>Notes</b>	<b>2010 £</b>	<b>2009 £</b>
<b>Reconciliation of operating profit to net cash inflow from operating activities</b>			
Operating Deficit/Surplus		(2,788)	2,489
Depreciation charges		1,801	1,623
Decrease in Creditors		(6,479)	(2,934)
<b>Net cash outflow/inflow from operating activities</b>		<u>(7,466)</u>	<u>1,178</u>
<b>CASH FLOW STATEMENT</b>			
<b>Net cash outflow/inflow from operating activities</b>		(7,466)	1,178
<b>Returns on investments and servicing of finance</b>	14	(607)	(642)
<b>Capital expenditure</b>	14	(11,842)	(3,916)
<b>Decrease in cash</b>		<u>(19,915)</u>	<u>(3,380)</u>
<b>Reconciliation of net cash flow to movement in net debt</b>			
<b>Decrease in cash in the period</b>		(19,915)	(3,380)
<b>Net funds at 1st October</b>		81,377	84,757
<b>Net funds at 30th September</b>		<u>61,462</u>	<u>81,377</u>

**The Abbeyfield Buckland Monachorum Society Limited**  
**Notes to the Accounts**  
**for the year ended 30 September 2010**

**1 Accounting policies**

***Accounting convention***

The accounts have been prepared under the historical cost convention and in accordance with applicable United Kingdom Accounting Standards, and the Statement of Recommended Practice published by the National Federation of Housing Associations, the Accounting Requirements for Registered Social Landlords General Determination 2000, and the revised Statement of Recommended Practice for Charities (SORP) 2008

***Depreciation***

Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows

Freehold buildings	Nil
Furniture and Equipment	Over 5 years

***Reserves***

The property equity reserve is maintained at a figure which represents the book value of the house and land (less Social Housing Grant), and less the outstanding balance due on the mortgage

The income and expenditure account general fund represents accumulated surpluses less any transfers to the property equity reserve

***Taxation***

Under the provisions of the ICTA 1988, the company is exempt from corporation tax on income and surpluses, where these are applied for charitable purposes. In the opinion of the Directors all income and surpluses of the Society fall within the above exemptions, and therefore no liability to corporation tax will arise

The company is not registered for VAT purposes and consequentially all income and expenditure is stated gross of Value Added Tax

***Cyclical maintenance***

It is the opinion of the Board of Directors that no provision will be required for future cyclical maintenance or repairs in the medium to long term, in view of the continuing annual repair and maintenance programme already carried out

**The Abbeyfield Buckland Monachorum Society Limited**  
**Notes to the Accounts**  
**for the year ended 30 September 2010**

***Freehold Property, The Social Housing Grant and Reserves***

No depreciation is charged on the land. The buildings are maintained in a state of repair such that their estimated residual value at the Balance Sheet date is not less than their cost, less the social housing grant. An annual charge for depreciation would therefore be immaterial. In addition the remaining economic useful life exceeds 50 years.

All capital expenditure on land and buildings is shown at cost, and grants received towards the cost thereof are shown separately. The cost comprises the purchase price and the incidental costs of acquisition. No amount of capitalised interest is included thereon. Assets donated to the company are not included in the balance sheet.

The net book value of the freehold property is reduced by the amount of the Social Housing Grant received, which is shown separately in the freehold property note. This is in contravention of the Companies Act 2006. This departure has been made in order to comply with SORP 2008, and with the overriding requirement of the General Determination 2000, and the Companies Act, for accounts to be prepared which show a true and fair view.

The Social Housing Grant will become repayable if the property should be sold in the future. If this eventuality arises the grant becomes an unsecured liability.

***Pensions***

The company operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme. No liability arises at the year end.

**2 Turnover, Interest receivable (and similar income) and Expenditure**

Turnover represents the residential charges, and other related income, including supporting people funding, if applicable, on a receipts basis.

All expenditure has been charged on an accruals basis.

<b>3 Operating surplus</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
This is stated after charging		
Depreciation of owned fixed assets	<u>1,801</u>	<u>1,623</u>
<b>4 Residential Charges</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Nominal total charges receivable	82,620	79,380
Losses from vacancies 22.6% (2009 14.4%)	(18,655)	(11,406)
Net receipts from charges 77.4% (2009 85.6%)	<u>63,965</u>	<u>67,974</u>

**The Abbeyfield Buckland Monachorum Society Limited**  
**Notes to the Accounts**  
**for the year ended 30 September 2010**

<b>5 Staff costs</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Wages and salaries	27,657	26,064
Social security costs	1,220	1,227
Other pension costs	420	420
	<u>29,297</u>	<u>27,711</u>

<b>Average number of employees during the year</b>	<b>Number</b>	<b>Number</b>
Full time	1	1
Part time	2.5	2
	<u>3.5</u>	<u>3</u>

<b>6 Interest payable</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Mortgage interest	<u>949</u>	<u>2,435</u>

<b>7 Tangible fixed assets</b>	<b>Freehold land</b>	<b>Freehold property for letting</b>	<b>Furniture and equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 October 2009	35,000	275,319	37,542	347,861
Additions	-	9,248	2,594	11,842
At 30 September 2010	<u>35,000</u>	<u>284,567</u>	<u>40,136</u>	<u>359,703</u>
<b>Depreciation</b>				
At 1 October 2009	-	-	33,388	33,388
Charge for the year	-	-	1,801	1,801
At 30 September 2010	<u>-</u>	<u>-</u>	<u>35,189</u>	<u>35,189</u>
<b>Net book value</b>				
At 30 September 2010	<u>35,000</u>	<u>284,567</u>	<u>4,947</u>	<u>324,514</u>
At 30 September 2009	<u>35,000</u>	<u>275,319</u>	<u>4,154</u>	<u>314,473</u>

The Freehold property for letting cost of £275,319 is net of a Social Housing grant received of £38,000

<b>8 Creditors, amounts falling due within one year</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Mortgage capital outstanding	4,000	4,000
Accruals and deferred income	2,163	3,003
	<u>6,163</u>	<u>7,003</u>

**The Abbeyfield Buckland Monachorum Society Limited**  
**Notes to the Accounts**  
**for the year ended 30 September 2010**

<b>9 Creditors amounts falling due after one year</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Mortgage capital outstanding	<u>43,761</u>	<u>49,400</u>

<b>10 Analysis of Mortgage Debt</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Analysis of maturity of debt		
Within one year or on demand	4,000	4,000
Between one and two years	5,000	5,000
Between two and five years	13,000	13,000
After five years	25,761	31,400
	<u>47,761</u>	<u>53,400</u>

The mortgage is with the Nationwide Building Society, under the Small Housing Associations Initiative, and is secured by a charge on the freehold property. It is a repayment mortgage, repayable over 25 years from December 1993. It is repayable as noted above.

<b>11 Property Equity Reserve</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
At 1 October	256,919	251,881
Transfer from the income and expenditure account (See note 12 below)	5,639	5,038
At 30 September	<u>262,558</u>	<u>256,919</u>

The property equity reserve has not been combined with the general fund as recommended by the Statement of Recommended Practice issued by the National Federation of Housing Associations as the Directors wish to keep the two separate, so that the general fund only represents funds available to meet excess operating costs.

<b>12 General Fund</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
At 1 October	82,528	85,719
Deficit/Surplus for the financial year	(3,395)	1,847
Transfer to property equity reserve	(5,639)	(5,038)
At 30 September	<u>73,494</u>	<u>82,528</u>

<b>13 Reconciliation of movement in capital &amp; reserves</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
At 1 October	339,447	337,600
Deficit/Surplus for the financial year	(3,395)	1,847
At 30 September	<u>336,052</u>	<u>339,447</u>

**The Abbeyfield Buckland Monachorum Society Limited**  
**Notes to the Accounts**  
**for the year ended 30 September 2010**

<b>14 Gross cash flows</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Returns on investments and servicing of finance</b>		
Interest received	342	1,793
Interest paid	(949)	(2,435)
	<u>(607)</u>	<u>(642)</u>
<b>Capital expenditure</b>		
Payments to acquire tangible fixed assets	<u>(11,842)</u>	<u>(3,916)</u>

<b>15 Analysis of changes in net debt</b>	<b>At 1 Oct 2009</b>	<b>Cash flows</b>	<b>Non-cash changes</b>	<b>At 30 Sep 2010</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Cash at bank and in hand	81,377	(19,915)	-	61,462
Total	<u>81,377</u>	<u>(19,915)</u>	<u>-</u>	<u>61,462</u>

<b>16 Accommodation in management</b>	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Number of Bed Spaces for full time residents	9	9
Number of Bed Spaces for residents guests	1	1
	<u>10</u>	<u>10</u>

**17 Contingent liabilities**

The Directors of the company benefit from indemnity insurance to cover any liability resulting from any negligence, default or breach in their duty. The premium previously paid for by Abbeyfield HQ, is now paid by the Society.

**18 Controlling party**

The controlling party is the appointed Board of Directors/Trustees who meet on a regular basis to manage the charitable company.

**The Abbeyfield Buckland Monachorum Society Limited**  
**Income and Expenditure Account**  
**for the year ended 30 September 2010**  
*for the information of the directors only*

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Income</b>	64,155	69,331
Administrative expenses	(66,943)	(66,842)
<b>Operating Deficit/Surplus</b>	<u>(2,788)</u>	<u>2,489</u>
Interest receivable	342	1,793
Interest payable	(949)	(2,435)
<b>Deficit/Surplus</b>	<u>(3,395)</u>	<u>1,847</u>

**The Abbeyfield Buckland Monachorum Society Limited**  
**Schedule to the Income and Expenditure Account**  
**for the year ended 30 September 2010**  
*for the information of the directors only*

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Net residential charges	63,965	67,854
Supporting people contribution	-	120
Income from guest room, garage etc	190	1,357
	<u>64,155</u>	<u>69,331</u>
<b>House Operational Costs</b>		
Staff costs	29,297	27,711
Food and other household costs	11,021	12,235
Garden	1,466	1,971
Water	1,748	2,043
Council tax	2,143	2,085
Gas	2,738	3,504
Electricity	2,145	2,880
Other expenditure	1,357	227
Insurances	1,665	1,825
24 Hour Call System	719	719
Cleaning	1,770	2,080
	56,069	57,280
<b>General administrative expenses:</b>		
Telephone and fax	441	365
Expenses and advertising	1,972	1,550
Accountants remuneration	978	999
Membership and other fees	614	1,597
Repairs and maintenance	2,622	2,228
Depreciation	1,801	1,623
Officers' allowances	2,446	1,200
	10,874	9,562
	<u>66,943</u>	<u>66,842</u>