

Company Number: 995212
Charity Number: 261970
Homes and Communities Agency Number: H1470

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2020

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

COMPANY INFORMATION

Company Number 00995212

Charity Number 261970

Homes and Communities Agency Number H1470

Executive Committee

Mr R Forster Chairman

Mr R Foord

Mr P Fountain Treasurer

Mr D Cooknell

Mrs M Leegood (resigned on 30 September 2019)

Mrs J Pegler

Mr J Sahota Secretary

Mrs A Paget (appointed 28 February 2020)

Registered Office

56 School Lane
Chalfont St Peter
Bucks
SL9 9BB

Bankers

National Westminster Bank Plc
Gerrards Cross Branch
44 Packhorse Road
Gerrards Cross
Bucks
SL9 8EA

Auditors

Cansdales
Chartered Accountants & Business Advisors
Bourbon Court
Nightingales Corner
Little Chalfont
Bucks
HP7 9QS

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

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THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

REPORT OF THE EXECUTIVE COMMITTEE (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2020

The Executive Committee present their report and the financial statements of the Society for the year ended 31 March 2020.

Activity

The principal activity of the Society continued to be that of providing accommodation for elderly and perhaps lonely people in accordance with the aims and principles of The Abbeyfield Society Limited. The results for the year are set out in the Income and Expenditure Account.

Status

The Society was incorporated under the Companies Act as a company limited by guarantee. The Society is also a registered charity and is registered under the Housing Act. It is also registered with the Regulator for Social Housing (RSH).

Executive Committee

The Executive Committee are directors of the Society under Company Law and Trustees under Charity Law. Those who served during the year are as stated on the information page. The Society has no share capital. However, the Executive Committee Members are all Members of the Company. Under the Articles of Association, the serving Executive Committee may appoint additional Committee Members at any time.

Our Property

In the opinion of the Committee the market value of freehold land and buildings is in excess of £1M.

Review of the Year

At 1st April 2019 core rent was reduced by 1% and service and management charges were increased by 3.2% (September 2018 CPI plus 1%) following the guidelines laid down by the HE (Homes England). Over the year the room occupancy was approximately 67%.

The lower than forecast occupancy experienced after the first quarter directly impacted the rental income. Although the Trustees focused efforts on raising the profile of the House in the local communities, it was not until late in the financial year that new residents joined the House.

In 2019/20, a major programme to upgrade the House facilities – particularly ensuite bathrooms – was implemented, taking advantage of unoccupied rooms. Capital expenditure of £47k was undertaken.

Value for Money Metrics

The Regulator for Social Housing, requires metrics be completed which measure economy, efficiency and effectiveness; the seven metrics are designed to enable measurement on a comparable basis. These metrics have to be reported with the annual audited Financial Statements.

The Society's house is a former residence dating back to 1910 which has space for 11 residents' rooms. The Trustees do not plan to expand the number of rooms. The Society does not have any borrowings.

The return on capital is dependent on the surplus earned; it fluctuates according to the occupancy level. The metrics for the current and previous year are shown below. The Society does not have targets for these metrics.

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REPORT OF THE EXECUTIVE COMMITTEE (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2020

The Society does not have targets for these metrics.

1. Reinvestment: 2020 : 22% [2019 : 1%].
2. New supply delivered: 2020 : 0% [2019 : 0%].
3. Gearing: 2020 : (141%) [2019 : (221%)].
4. EBITDA MRI Interest cover: 2020 : 0% [2019: 0%].
5. Social housing cost per unit: 2020 : £230,097 [2019: £194,014].
6. Operating margin Surplus/ (Deficit) (social housing only): 2020 : (44%) [2019: 11%].
Operating margin Surplus/ (Deficit) (total): 2020 : (41%) [2019: 12%]
7. The return on capital employed: 2020 : (14%) [2019: 5%].

Public Benefit

The Executive Committee have considered the Charity Commission's general guidance on public benefit and the Executive Committee have, in their view, met the public benefit requirement by making the Society available to any member of the public in accordance with its objects of providing accommodation for lonely and elderly people.

The Society as a Member Society of The Abbeyfield Society Ltd aims to enhance the quality of life for older people. It is believed that this is beneficial to the section of the public comprising elderly people who do not own their accommodation and cannot afford to rent at commercial rates but who are seeking comfortable accommodation which they can afford and where they may take advantage of living in a small community that provides companionship.

Insurance

The Society has Directors' and Officers' Liability insurance for all the Committee Members in relation to the Society's affairs.

Method of appointment of Executive Committee Members and organisational structure

New Members are appointed by the existing Executive Committee. The selection of the appointees is based on pertinent qualifications and/or relevant experience. Members receive a role outline in addition to a personalised induction from other Committee Members relevant to their duties. The Executive Committee jointly makes decisions affecting the Society and those decisions are recorded in meeting minutes.

Training is provided principally through attendance at courses staged by The Abbeyfield Society Ltd that are aimed at keeping members abreast of changes in legislation or developments in practice.

Future Plans

The Executive Committee has put in place a more robust system for emergency calls by residents when the house managers are not on the premises.

Following a review of the fire strategy and recommendations by the fire brigade, improvements have been made to fire compartmentalisation, including upgrading fire doors and in roof void. The improvements allow horizontal progressive evacuation of residents in an emergency.

Statement of members' responsibilities

The members (who are also directors of The Abbeyfield Chalfonts Society Limited for the purposes of company law) are responsible for preparing the Executive Committees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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REPORT OF THE EXECUTIVE COMMITTEE (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2020

Company Law requires the members 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 members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- 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 members are responsible for keeping adequate 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. 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.

In so far as the members are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the members have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Reserves Policy

It is the policy of the Society to maintain unrestricted funds not designated or invested in tangible fixed assets ("the free reserves") at a level which equates to approximately three months unrestricted expenditure for management and administration costs. The level was maintained throughout the year under review. The Executive Committee considers the current level of reserve funds and their increase a matter of importance for such an old house and to cover possibly long term occupancy voids.

Risk Management

The Executive Committee have conducted a review of the major risks to the work of the Society and of the controls and procedures in place to mitigate them. These procedures will be periodically reviewed to ensure that they still meet the needs of the Society.

The principal risks identified are:

Jeopardy to the reputation of the Society through

- failure to maintain the services provided at the desired level
- lapses in complying with Health and Safety requirements
- neglect of the premises
- failure to protect the House against infection from a pandemic or epidemic

Deterioration in the level of care provided due to:

- failure to recruit and retain suitable staff
- neglect to training

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REPORT OF THE EXECUTIVE COMMITTEE (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2020

Financial instability due to

- low room occupancy
- ineffective cost control

In response to the Coronavirus pandemic, the Trustees have introduced an extreme lockdown of the House to protect against this unprecedented threat. House managers have agreed to live in the House for 12 weeks from 24th March 2020 - not permitted to leave the House for any reason. No visitors or staff not living in the House have been given access to the House. Currently there has been little financial impact from the pandemic with the residents remaining in the House and income being received. There is no expectation that income will be affected by this pandemic at this stage.

Below is a response to the impact of the pandemic on the house.

To protect the House against infection through the virus, the Trustees acted to lockdown the House in a comprehensive manner. As a result, there was a major impact on the finances through:-

1. Furloughing 3 part-time staff (2 until 15th June and 1 until 31st July); we were able to claim under JRS.
2. House managers and 1 kitchen assistant were engaged to remain living in the House for 12 weeks from 23rd March to provide an enhanced level of support for the residents. They undertook not to leave the House for any reason whatsoever during this period. The Trustees and other staff worked from home. The House management staff were paid all hours spent living in the House at a rate of time and a half. Additional cost of approx £15k net of the JRS was incurred.
3. During the lockdown period, one new residents was unable to start their occupation. This delay resulted in a loss of approx £6K rental income. Subsequent to the ease of restrictions in July 2 new residents have moved into the house.
4. Some additional costs were incurred in the providing of PPE and in more frequent cleaning. These costs were not significant.

Auditors

The Auditors, Cansdales, have expressed their willingness to continue in office and a resolution to re-appoint them as auditors will be put to the Members at the Annual General Meeting. This report has been prepared in accordance with the special provisions for small companies and paragraph 15 of the Companies Act 2006.

BY ORDER OF THE EXECUTIVE COMMITTEE

R Forster

Chairman

Date: 31/07/2020

Registered Office :

56 School Lane
Chalfont St Peter
Bucks
SL9 9BB

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS
FOR THE YEAR ENDED 31 MARCH 2020

Opinion

We have audited the financial statements of The Abbeyfield Chalfont Society Ltd (the 'charitable company') for the year ended 31 March 2020 which comprise Statement of Comprehensive Income, Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2019.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the executive committees use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the executive committee have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The executive committee are responsible for the other information. The other information comprises the information included in the executive committees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If,

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2020

based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- 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; and
- the report of the executive committee has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the report of the executive committee.

We have nothing to report in respect of the following matters in relation to which 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 members' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the executive committee were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the report of the executive committee and from the requirement to prepare a strategic report.

Responsibilities of the executive committee

As explained more fully in the statement of executive committee responsibilities, the members (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the executive committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the executive committee are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the executive committee either intends to liquidate the charitable company or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2020

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the members.
- Conclude on the appropriateness of the executive committee use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Use of our report

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and section 137 of the Housing and Regeneration Act 2008. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

James Foskett (Senior Statutory Auditor)
For and on behalf of
Cansdales
Chartered Accountants & Statutory Auditors

Date: 06/08/2020

Bourbon Court
Nightingales Corner
Little Chalfont
Bucks
HP7 9QS

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

STATEMENT OF COMPREHENSIVE INCOME (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2020

| | Note | 2020 | 2019 |
|-------------------------------------|-------------|------------------------|----------------------|
| | | £ | £ |
| Turnover | 14 | 159,849 | 217,740 |
| Operating costs | 13 | <u>(230,097)</u> | <u>(194,014)</u> |
| Operating Surplus | 14 | (70,248) | 23,726 |
| Interest receivable | | 3,384 | 2,927 |
| Deficit for the year | | <u>(66,863)</u> | <u>26,653</u> |
| Transfer (to) designated reserves | | - | - |
| Revenue Deficit for the year | 8 | <u><u>(66,863)</u></u> | <u><u>26,653</u></u> |

All the Society's activities are classed as continuing.

The movements on reserves are shown in note 8 to the financial statements.

There were no recognised gains or losses other than the result for the year.

All funds are unrestricted.

.....R Forster (Chairman)

.....J Sahota (Secretary)

.....P Fountain (Treasurer)

The notes numbered 1 to 14 form part of these financial statements

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
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BALANCE SHEET
AS AT 31 MARCH 2020

| | Note | 2020 £ | £ | 2019 £ | £ |
|---|------|-----------|----------------|-----------|----------------|
| Tangible Fixed Assets | 4 | | 207,957 | | 178,254 |
| Current Assets | | | | | |
| Debtors | 5 | 5,819 | | 2,546 | |
| Cash at bank and in hand | | 294,197 | | 393,629 | |
| | | 300,016 | | 396,175 | |
| Creditors: Amounts falling due within one year | 6 | (25,173) | | (24,766) | |
| Net Current Assets | | | 274,843 | | 371,409 |
| Total Assets less Current Liabilities | | | <u>482,800</u> | | <u>549,663</u> |
| Capital & Reserves | | | | | |
| Contributions made by members | 8 | | 11 | | 11 |
| Revenue reserve | 8 | | 412,789 | | 479,652 |
| Designated reserve | 8 | | 70,000 | | 70,000 |
| | | | <u>482,800</u> | | <u>549,663</u> |

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

These financial statements were approved by the Executive Committee and authorised for issue on 31st July 2020. and are signed on their behalf by:

.....R Forster (Chairman)

.....J Sahota (Secretary)

.....P Fountain (Treasurer)

Company Number: 995212

The notes numbered 1 to 14 form part of these financial statements

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The Society constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard 102 *The Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102)*, the Statement of Recommended Practice for Social Housing Providers 2014, and with the Accounting Direction for private registered providers of social housing in England 2015. The financial statements are also prepared under the requirements of the Housing and Regeneration Act 2008 and the Companies Act 2006.

The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The financial statements are prepared in sterling, which is the functional currency of the Society, and rounded to the nearest £1.

SOCIAL HOUSING GRANTS (SHG)

Where developments have been financed wholly or partly by social housing and other grants, the amount of the grant received has been included as deferred income and recognised in Turnover over the estimated useful life of the associated asset structure (not land), under the accruals model. SHG received for items of cost written off in the Statement of Comprehensive Income Account is included as part of Turnover.

RECYCLING OF CAPITAL GRANT

Where Social Housing Grant is recycled, as described above, the SHG is credited to a fund which appears as a creditor until used to fund the acquisition of new properties, where recycled grant is known to be repayable it is shown as a creditor within one year. Recycling capital grant can be abated where sale proceeds are less than the original cost.

TURNOVER

Turnover represents rental and service charge income receivable, donations and revenue grants. All income is recognised on a receivable basis.

TANGIBLE FIXED ASSETS

Tangible fixed assets are stated at cost less depreciation. Such cost includes the cost of acquiring land and buildings, development expenditure, interest charged on mortgage loans raised to finance the scheme up to the date of completion and amounts equal to acquisition and development allowances receivable.

DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life as disclosed below:

| | | |
|-------------------------|---|-----------------------|
| Major building fixtures | - | 5% per annum on cost |
| Freehold Buildings | - | 2% per annum on cost |
| Equipment | - | 20% per annum on cost |
| Fixtures and Fittings | - | 20% per annum on cost |

Freehold land is not depreciated.

Items of fixtures and fittings are only capitalised where the individual purchase price exceeds £500.

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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES (Continued)

PENSION

The Society operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the Society. Any annual contributions payable are charged to the Statement of Comprehensive Income.

EXPENDITURE

Expenses are accounted for on an accruals basis, inclusive of irrecoverable VAT.

FUNDS ACCOUNTING

Funds held by the Society are:

Unrestricted general funds – these are funds which can be used in accordance with the Society's objects at the discretion of the Executive Committee.

Designated Funds – these are funds set aside by the Executive Committee out of unrestricted general funds for specific future purposes or projects.

The nature and purpose of each fund is explained further in note 8.

MAJOR REPAIRS

Major repairs expenditure of a capital nature is capitalised. Non capital expenditure is reflected in the income and expenditure account together with any related grant funding.

WORKS TO EXISTING HOUSING PROPERTIES

Any works which do not result in an enhancement of economic benefits of a property are charged to the Statement of Comprehensive Income. This includes expenditure incurred to ensure that the property can maintain its existing level of net rental income or the standard of performance anticipated when the asset was first acquired or constructed or last replaced.

Events after the reporting date

Since the year end, the Coronavirus (COVID-19) has emerged globally resulting in a significant impact on organisations worldwide. As a result, some operations have been restricted, however the organisation continues to operate using alternative methods and remote working where possible. The trustees are unable to evaluate the overall financial impact on the organisation at present. Hence financial statements do not include any adjustments that might result from the outcome of this uncertainty. The trustees are continuing to monitor, assess and act to the current changing environment accordingly.

2. OPERATING SURPLUS

| | 2020 | 2019 |
|---|---------------|--------------|
| | £ | £ |
| This is stated after charging: | | |
| Auditors' remuneration | 3,932 | 2,550 |
| Auditors' remuneration for other services | 2,548 | 3,465 |
| Depreciation | <u>16,880</u> | <u>7,090</u> |

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2020

3. EMPLOYEES

| | 2020 | 2019 |
|-----------------------|----------------|---------------|
| | £ | £ |
| Salaries and wages | 112,355 | 92,428 |
| Pension costs | 3,147 | 1,352 |
| Social Security costs | 3,256 | 1,310 |
| | <u>118,758</u> | <u>95,090</u> |

The average number of persons employed by Society during the year expressed as full time equivalents was:

| | |
|----------|----------|
| <u>3</u> | <u>3</u> |
|----------|----------|

The average monthly number of employees, including part time employees

| | |
|----------|----------|
| <u>8</u> | <u>8</u> |
|----------|----------|

4. FIXED ASSETS

| | Freehold Property | Fixtures & Fittings | Equipment | Major Buildings Fixtures | TOTAL |
|-----------------------|--------------------------|--------------------------------|------------------|---------------------------------|----------------|
| COST | £ | £ | £ | £ | £ |
| At 1 April 2019 | 158,931 | 64,277 | 816 | 200,057 | 424,081 |
| Additions | - | 38,613 | 7,154 | 816 | 46,584 |
| Disposals | - | - | - | - | - |
| At 31 March 2020 | <u>158,931</u> | <u>102,890</u> | <u>7,970</u> | <u>200,873</u> | <u>470,655</u> |
| DEPRECIATION | | | | | |
| At 1 April 2019 | 48,789 | 62,056 | 163 | 134,819 | 245,827 |
| Charge for the year | 2,352 | 9,094 | 1,594 | 3,841 | 16,880 |
| Disposals | - | - | - | - | - |
| At 31 March 2020 | <u>51,141</u> | <u>71,150</u> | <u>1,757</u> | <u>138,660</u> | <u>261,061</u> |
| NET BOOK VALUE | | | | | |
| At 31 March 2020 | <u>107,790</u> | <u>31,741</u> | <u>6,213</u> | <u>62,213</u> | <u>207,957</u> |
| At 31 March 2019 | <u>110,142</u> | <u>2,221</u> | <u>653</u> | <u>65,238</u> | <u>178,254</u> |

5. DEBTORS

| | 2020 | 2019 |
|---------------|--------------|--------------|
| | £ | £ |
| Prepayments | 2,624 | 2,546 |
| Other Debtors | 3,195 | - |
| | <u>5,819</u> | <u>2,546</u> |

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2020

6. CREDITORS: Amounts falling due within one year

| | 2020 | 2019 |
|------------------------------|---------------|---------------|
| | £ | £ |
| Social Housing Grant | 16,097 | 16,097 |
| Accruals and other creditors | 9,076 | 8,669 |
| | <u>25,173</u> | <u>24,766</u> |

The average number of days between receipt and payment of purchase invoices was 7 (2019 : 7 days).
The Social Housing Grant is being released to the statement of comprehensive income over its useful life.
The amount released in the year was Nil (2019 : £596).

7. CONTRIBUTIONS MADE BY MEMBERS

The Society is a company limited by guarantee and not having a share capital. The liability of each member is limited to £1. At 31 March 2020, there were 6 members (2019: 6).

8. RECONCILIATION OF CAPITAL AND RESERVES

| | Contributions from Members | Revenue Reserve | Major Repairs Reserve | Total |
|----------------------|---|----------------------------|--------------------------------------|----------------|
| | £ | £ | £ | £ |
| At 1 April 2019 | 11 | 479,652 | 70,000 | 549,663 |
| Deficit for the year | - | (66,863) | - | (66,863) |
| | <u>11</u> | <u>412,789</u> | <u>70,000</u> | <u>482,800</u> |

The Major Repairs Reserve is intended to provide a reserve for major repairs expenditure.

9. CAPITAL COMMITMENTS

There were no capital commitments at 31 March 2020 (2019: £nil).

10. CONTINGENT LIABILITIES

There were no contingent liabilities at 31 March 2020 (2019: £nil).

11. PAYMENTS TO COMMITTEE MEMBERS AND TRANSACTIONS WITH CONNECTED PARTIES

No amounts have been paid as fees, remuneration or expenses, nor any gifts or benefits provided to members of the Executive Committee or officers of the Society who were not employed, with the exception of out of pocket expenses amounting to £3,153 (2019: £944).

Key Management salaries totalled £68,915 in 2020 (2019: £44,481).

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2020

12. HOUSING STOCK

| | Units in Management | |
|---------------------|------------------------|------|
| | 2020 | 2019 |
| Number of units | 1 | 1 |
| Number of bedspaces | 11 | 11 |

13. OPERATING COSTS FROM LETTINGS

| | 2020 | 2019 |
|---------------------|---------|---------|
| | £ | £ |
| Services | 183,215 | 153,955 |
| Management | 19,081 | 21,092 |
| Routine maintenance | 26,422 | 16,767 |
| Major Repairs | 1,379 | 2,200 |
| | 230,097 | 194,014 |

14. TURNOVER AND OPERATING SURPLUS FOR THE YEAR

| | 2020 | | | 2019 | | |
|--------------------------------------|----------|--------------------|----------------------|----------|--------------------|----------------------|
| | Turnover | Operating Costs | Operating Surplus | Turnover | Operating Costs | Operating Surplus |
| | £ | £ | £ | £ | £ | £ |
| Income and expenditure from lettings | | | | | | |
| Housing Accommodation | 159,097 | (230,097) | (71,000) | 217,005 | (194,014) | 22,991 |
| Other Income | | | | | | |
| Donations | 752 | - | 752 | 138 | - | 138 |
| Miscellaneous | - | - | - | 597 | - | 597 |
| | 159,849 | (230,097) | (70,248) | 217,740 | (194,014) | 23,726 |

Turnover from Housing Accommodation

| | 2020 | 2019 |
|------------------------------|----------|----------|
| | £ | £ |
| Residents charges receivable | 254,710 | 253,331 |
| Losses from voids/vacancies | (95,613) | (36,326) |
| | 159,097 | 217,005 |

THE ABBEYFIELD CHALFONTS SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

The following page does not form part of the statutory financial statements

THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED
(A company limited by guarantee and not having a share capital)

DETAILED INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2020

| | 2020 | 2019 |
|-----------------------------|-----------------|----------------|
| | £ | £ |
| INCOME | | |
| Residential charges | 159,097 | 217,005 |
| Other income | 752 | 735 |
| Bank interest receivable | 3,384 | 2,927 |
| Total net income | <u>163,233</u> | <u>220,667</u> |
| EXPENDITURE | | |
| Management expenses | | |
| Audit and accountancy fees | 6,481 | 6,015 |
| Affiliation fee | 3,460 | 3,379 |
| Insurance | 3,223 | 3,087 |
| Natwest Mentor scheme | 2,154 | 2,774 |
| Advertising | 1,369 | 1,596 |
| IT Costs | 918 | 2,371 |
| Committee Expense | 833 | 1,070 |
| Secretarial & Postage | 402 | 508 |
| Bank Charges | 242 | 292 |
| | <u>19,081</u> | <u>21,092</u> |
| Routine maintenance | 26,422 | 16,767 |
| Major Repairs | 1,379 | 2,200 |
| Service costs | | |
| Employee costs | 118,758 | 95,090 |
| Light, heat and water | 13,158 | 11,857 |
| Food costs | 13,018 | 19,771 |
| Miscellaneous | 5,119 | 6,932 |
| Rates | 3,727 | 3,256 |
| Garden Maintenance | 3,663 | 3,792 |
| Residents events | 3,369 | 2,567 |
| Call System | 2,385 | - |
| Telephone | 1,534 | 2,008 |
| Cleaning Costs | 1,054 | 486 |
| Staff Welfare cost | 448 | - |
| Training | 102 | 1,106 |
| Depreciation | 16,880 | 7,090 |
| | <u>183,215</u> | <u>153,955</u> |
| Total expenditure | <u>230,097</u> | <u>194,014</u> |
| Deficit for the year | <u>(66,863)</u> | <u>26,653</u> |