

Company registration number: 982753

Charity registration number: 271317

The Abbeyfield (Exmouth) Society Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 July 2020

Thompson Jenner LLP
Chartered Accountants
1 Colleton Crescent
Exeter
Devon
EX2 4DG

The Abbeyfield (Exmouth) Society Limited

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The Abbeyfield (Exmouth) Society Limited

Reference and Administrative Details

Charity Registration Number	271317
Company Registration Number	982753
Registered Office	Harding House 101 Salterton Road Exmouth Devon EX8 2NG
Trustees	Mr H S Ritchie, Chairman Miss L M Elson OBE, Treasurer Mr R E Buckler Mrs V A Dolby Mrs A P Hughes Mr R W Lawrence Rev R Sellers Mrs M Lawrence Mrs E S Beech Mr F C Caygill Mr F R King
Secretary	Miss L M Elson OBE, Treasurer
Independent Examiner	Thompson Jenner LLP Chartered Accountants 1 Colleton Crescent Exeter Devon EX2 4DG

The Abbeyfield (Exmouth) Society Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 July 2020.

Objectives and activities

Objects and aims

The object of the charity is to provide the elderly with their own home within the security and companionship of small households which can provide focal points for goodwill and friendly contact within the Community.

Abbeyfield (Exmouth) Society is a member of Abbeyfield which is also a registered charity which provides homes for the elderly over a wide range of differing care within the UK.

Objectives, strategies and activities

In furtherance of the objects detailed above, the charity operates a home for up to 13 elderly residents at Salterton Road, Exmouth providing a safe and secure environment with a communal feel. Overall direction of the charity and management of the house is undertaken by the trustees. The house is run by a non-resident house manager, assisted by a deputy and three part-time assistants to provide meals, cleaning and general care for the residents. We do not provide personal care; this is provided by a care agency if required. There is also a part time Administrator. Limited use is made of occasional volunteer helpers when available.

Public benefit

In setting objectives and planning activities, the Trustees have considered the Charity Commission's general guidance on public benefit and to its supplementary public benefit guidance on fee-charging. An individual's economic status, gender, ethnicity, race, religion or disability do not form part of our assessment processes except where the care offered by the society is not deemed to be appropriate for their needs i.e. dementia, severe mobility problems or chronic illness. If needed, the charity assists residents with Housing Benefit applications.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

The Abbeyfield (Exmouth) Society Limited

Trustees' Report

Achievements and Performance

The home operated by Abbeyfield (Exmouth) Society continued to operate throughout the year with a fairly stable level of occupancy, however due to the Coronavirus epidemic and the first lockdown starting in March 2020 we were unable to re-let rooms that had become vacant. The charity would normally redecorate and upgrade accommodation as soon as possible after a room becomes vacant, however in line with government Covid guidelines Harding House was not open to contractors unless for emergency work. Throughout lockdown trustees ensured that staff and residents followed government guidelines, purchasing PPE when required, increasing staff hours if necessary and stopping visits to residents which made it difficult for all concerned.

The charity has continued to improve communal areas within the house and enhanced the services provided to residents particularly in view of their increasing age. It was necessary to postpone some work, specifically the upgrading of baths to showers and further improvements to garden area. We hope to be able to carry out the work in the next twelve months but this will depend on the continuing coronavirus pandemic and costings.

Financial Review

The reserves of the charity as at the year-end are shown on the balance sheet. No major works have been carried out during the year. We have replaced some of the furniture in the lounge and continued with decoration where required. Due to the coronavirus pandemic and increased costs incurred to ensure we meet Covid guidelines a few projects have been postponed and a full review of the financial position will be carried out by the trustees before works are carried out.

The Charity has no separate funds, all reserves being held are unrestricted.

The trustees do not plan any change in the activities of the charity or the way the present activities are conducted at present, however the Executive Committee review and monitor this on a regular basis to ensure that the Charity provides the accommodation and services needed for present and future residents.

The Abbeyfield (Exmouth) Society Limited

Trustees' Report

Structure, governance and management

Name of governing document

The governing document of the charity is its memorandum and articles of association.

Organisational structure

The Abbeyfield (Exmouth) Society Limited is a company limited by guarantee.

Recruitment and appointment of trustees

New Trustees are selected either from people known to the existing Trustees or members of the community who have shown an interest in Harding House and have the appropriate experience and skills that would benefit the Charity.

Specific Trustees are responsible for fire and health and safety, residents, maintenance, finance and staffing.

Induction and training of trustees

It is the opinion of the Trustees that the nature of the work carried out by the Abbeyfield (Exmouth) Society is such that no specialised training is required for them to carry out their work as Trustees. However, training is provided for staff and for Trustees, where appropriate, to enable them to carry out specific duties or responsibilities. All new Trustees and staff follow an induction programme.

Major risks and management of those risks

The Trustees regularly review the major risks which face the Charity and have implemented systems and procedures to manage those risks.

The annual report was approved by the trustees of the charity on 23/3/21 and signed on its behalf by:



.....
Mr H S Ritchie, Chairman
Trustee

The Abbeyfield (Exmouth) Society Limited

Statement of Trustees' Responsibilities

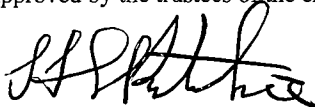
The trustees (who are also the directors of The Abbeyfield (Exmouth) Society Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting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

Company law requires the trustees to prepare financial statements for each financial year. 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 of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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.

Approved by the trustees of the charity on 23/3/21 and signed on its behalf by:



Mr H S Ritchie, Chairman
Trustee

The Abbeyfield (Exmouth) Society Limited

Independent Examiner's Report to the trustees of The Abbeyfield (Exmouth) Society Limited

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 July 2020 which are set out on pages 7 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of The Abbeyfield (Exmouth) Society Limited (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

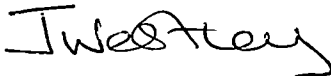
Having satisfied myself that the accounts of The Abbeyfield (Exmouth) Society Limited are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of The Abbeyfield (Exmouth) Society Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Jonathan Westley FCA, Thompson Jenner LLP
Chartered Accountants

1 Colleton Crescent
Exeter
Devon
EX2 4DG

Date: 12.04.2021

The Abbeyfield (Exmouth) Society Limited

**Statement of Financial Activities for the Year Ended 31 July 2020
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)**

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	-	2,073	2,073
Charitable activities	3	189,447	-	189,447
Other trading activities	4	75	-	75
Total income		<u>189,522</u>	<u>2,073</u>	<u>191,595</u>
Expenditure on:				
Charitable activities	5	<u>(151,285)</u>	<u>(2,073)</u>	<u>(153,358)</u>
Total expenditure		<u>(151,285)</u>	<u>(2,073)</u>	<u>(153,358)</u>
Net income		<u>38,237</u>	<u>-</u>	<u>38,237</u>
Net movement in funds		38,237	-	38,237
Reconciliation of funds				
Total funds brought forward		<u>417,279</u>	<u>-</u>	<u>417,279</u>
Total funds carried forward	15	<u><u>455,516</u></u>	<u><u>-</u></u>	<u><u>455,516</u></u>

The notes on pages 10 to 17 form an integral part of these financial statements.

The Abbeyfield (Exmouth) Society Limited

**Statement of Financial Activities for the Year Ended 31 July 2020
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)**

	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
Income and Endowments from:				
Donations and legacies	2	182	10,000	10,182
Charitable activities	3	<u>180,098</u>	-	<u>180,098</u>
Total income		<u>180,280</u>	<u>10,000</u>	<u>190,280</u>
Expenditure on:				
Charitable activities	5	<u>(193,179)</u>	<u>(10,000)</u>	<u>(203,179)</u>
Total expenditure		<u>(193,179)</u>	<u>(10,000)</u>	<u>(203,179)</u>
Net expenditure		<u>(12,899)</u>	-	<u>(12,899)</u>
Net movement in funds		(12,899)	-	(12,899)
Reconciliation of funds				
Total funds brought forward		<u>430,178</u>	-	<u>430,178</u>
Total funds carried forward	15	<u><u>417,279</u></u>	<u><u>-</u></u>	<u><u>417,279</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 and 2019 is shown in note 15.

The notes on pages 10 to 17 form an integral part of these financial statements.

The Abbeyfield (Exmouth) Society Limited

**(Registration number: 982753)
Balance Sheet as at 31 July 2020**

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	10	320,038	320,256
Current assets			
Debtors	11	710	-
Cash at bank and in hand	12	<u>137,152</u>	<u>108,426</u>
		137,862	108,426
Creditors: Amounts falling due within one year	13	<u>(2,384)</u>	<u>(11,403)</u>
Net current assets		<u>135,478</u>	<u>97,023</u>
Net assets		<u>455,516</u>	<u>417,279</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted income funds		<u>455,516</u>	<u>417,279</u>
Total funds	15	<u>455,516</u>	<u>417,279</u>

For the financial year ending 31 July 2020 the charity 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 charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 7 to 17 were approved by the trustees, and authorised for issue on 23/3/21 and signed on their behalf by:



Mr H S Ritchie, Chairman
Trustee

The notes on pages 10 to 17 form an integral part of these financial statements.

The Abbeyfield (Exmouth) Society Limited

Notes to the Financial Statements for the Year Ended 31 July 2020

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Other income

Income from other trading activities include rental income in respect of the tenants at Harding House and is recognised where there is entitlement.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

The Abbeyfield (Exmouth) Society Limited

Notes to the Financial Statements for the Year Ended 31 July 2020

Governance costs

These include the costs attributable to the Charity's compliance with constitutional and statutory requirements, including examination of the statutory accounts, strategic management and Trustee's meetings and reimbursed expenses.

Tangible fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

It is the Charitable Company's policy to maintain the freehold property in a state of sound repair, the costs being written off to the Statement of Financial Activities when incurred. Accordingly, the Trustees believe that the useful economic life of the buildings is so long and that the residual value, measured in prices prevailing at the time of acquisition, is so high, that any depreciation is not material to these accounts. Any permanent diminution in the value of freehold property is recognised in the Statement of Financial Activities when incurred.

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Plant and machinery	15% reducing balance

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

The Abbeyfield (Exmouth) Society Limited

Notes to the Financial Statements for the Year Ended 31 July 2020

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies; Donations from companies, trusts and similar proceeds	-	2,073	2,073
Total for 2020	<u>-</u>	<u>2,073</u>	<u>2,073</u>
Total for 2019	<u>182</u>	<u>10,000</u>	<u>10,182</u>

3 Income from charitable activities

	Unrestricted General £	Total 2020 £	Total 2019 £
Property rental income	189,447	189,447	180,098

4 Income from other trading activities

	Unrestricted funds General £	Total funds £
Other income from other trading activities	75	75
Total for 2020	<u>75</u>	<u>75</u>

The Abbeyfield (Exmouth) Society Limited

Notes to the Financial Statements for the Year Ended 31 July 2020

5 Expenditure on charitable activities

	Unrestricted funds		Total 2020 £	Total 2019 £
	General £	Restricted funds £		
Employment cost	87,328	2,073	89,401	87,796
Establishment costs	42,300	-	42,300	40,109
Repairs and maintenance	12,893	-	12,893	65,633
Membership fees	4,089	-	4,089	3,993
Printing, posting and stationery	174	-	174	239
Sundry and other costs	1,648	-	1,648	2,594
Cleaning	590	-	590	876
Advertising and promotion	128	-	128	123
Depreciation of tangible fixed assets	218	-	218	256
Governance costs (analysed below)	1,917	-	1,917	1,560
	<u>151,285</u>	<u>2,073</u>	<u>153,358</u>	<u>203,179</u>

6 Analysis of governance and support costs

Governance costs

	Unrestricted	Total 2020 £	Total 2019 £
	General £		
Independent examiner's fee	<u>1,917</u>	<u>1,917</u>	<u>1,560</u>
	<u>1,917</u>	<u>1,917</u>	<u>1,560</u>

The Abbeyfield (Exmouth) Society Limited

Notes to the Financial Statements for the Year Ended 31 July 2020

7 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2020 £	2019 £
Depreciation of fixed assets	<u>218</u>	<u>256</u>

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	<u>89,401</u>	<u>87,796</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2020 No	2019 No
Charitable activities	5	5
Administration	<u>1</u>	<u>1</u>
	<u>6</u>	<u>6</u>

No employee received emoluments of more than £60,000 during the year.

The Abbeyfield (Exmouth) Society Limited

Notes to the Financial Statements for the Year Ended 31 July 2020

10 Tangible fixed assets

	Land and buildings £	Other tangible fixed asset £	Total £
Cost			
At 1 August 2019	318,803	41,419	360,222
At 31 July 2020	318,803	41,419	360,222
Depreciation			
At 1 August 2019	-	39,966	39,966
Charge for the year	-	218	218
At 31 July 2020	-	40,184	40,184
Net book value			
At 31 July 2020	318,803	1,235	320,038
At 31 July 2019	318,803	1,453	320,256

11 Debtors

	2020 £
Other debtors	710

12 Cash and cash equivalents

	2020 £	2019 £
Cash on hand	220	10
Cash at bank	136,932	108,416
	137,152	108,426

13 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	2,384	11,403

The Abbeyfield (Exmouth) Society Limited

Notes to the Financial Statements for the Year Ended 31 July 2020

14 Charity status

The charity is a company incorporated in England & Wales, limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The principal place of business is:

Harding House
101 Salterton Road
Exmouth
Devon
EX8 2NG

15 Funds

	Balance at 1 August 2019 £	Incoming resources £	Resources expended £	Balance at 31 July 2020 £
Unrestricted funds				
Unrestricted general funds	417,279	189,522	(151,285)	455,516
Restricted funds	<u>-</u>	<u>2,073</u>	<u>(2,073)</u>	<u>-</u>
Total funds	<u>417,279</u>	<u>191,595</u>	<u>(153,358)</u>	<u>455,516</u>
	Balance at 1 August 2018 £	Incoming resources £	Resources expended £	Balance at 31 July 2019 £
Unrestricted funds				
General	430,178	180,280	(193,179)	417,279
Restricted funds	<u>-</u>	<u>10,000</u>	<u>(10,000)</u>	<u>-</u>
Total funds	<u>430,178</u>	<u>190,280</u>	<u>(203,179)</u>	<u>417,279</u>

The Abbeyfield (Exmouth) Society Limited

Notes to the Financial Statements for the Year Ended 31 July 2020

16 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 July 2020 £
Tangible fixed assets	320,038	320,038
Current assets	137,862	137,862
Current liabilities	<u>(2,384)</u>	<u>(2,384)</u>
Total net assets	<u>455,516</u>	<u>455,516</u>

17 Related party transactions

There were no related party transactions in the year.

Controlling entity

The charity is controlled by the Trustees who are all directors of the company.

18 Taxation

The charity is a registered charity and is therefore exempt from taxation.