

Company Registration No. 3777848 (England & Wales)  
Charity Registration No. 1087224

**BEENSTOCK HOME MANAGEMENT CO. LTD**

**(a company limited by guarantee)**

**Trustees' Report and  
Financial Statements**

**For the year ended 31 March 2016**

**SEFTON YODAIKEN & CO. LTD  
CHARTERED ACCOUNTANTS**

Fairways House  
Prestwich  
Manchester  
M25 9WS

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## **Annual Report of the Trustees For the year ended 31 March 2016**

The Trustees' present their annual report for the year ended 31 March 2016 under the Charities Act 2011, together with the audited accounts for the year, and confirm that the latter comply with the requirements of the Act, the Trust Deed and the Charities SORP 2005.

### **REFERENCE AND ADMINISTRATIVE INFORMATION**

The charity registration number is 1087224

#### Trustees:

Mr N M Halpern  
Mr A H Friedlander  
Mrs N Kestenbaum

#### Charity office:

19 - 21 Northumberland Street  
Salford  
Manchester  
M7 4RP

#### Accountants:

Sefton Yodaiken & Co. Fairways House George Street M25  
9WS

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

The charity is governed by its Memorandum and Articles of Association which has not been amended.

#### **Governing Body and Appointment of Trustees**

The structure of the charity consists of one set of trustees. The board of trustees is authorised to appoint new trustees.

#### **Organisational Management**

The trustees of the charity are legally responsible for the overall management and control of the charity and meet regularly. A management committee which includes the trustees, user representatives, volunteers and staff representatives meet monthly to review financial and performance reports. The management committee included a new member - Mr Joshua Josephs, who has extensive community knowledge and is experienced with project management. The committee has delegated responsibility for scrutiny and strategic planning.

#### **Risk Management**

The trustees are responsible for the management of the risks faced by the charity. The trustees meet regularly every month to review the risk management processes. Financial and operational risks are considered at each monthly meeting and mitigating actions have been put in place where necessary.

## **Annual Report of the Trustees For the year ended 31 March 2016**

### **Objects, aims, objectives and activities**

The charity is constituted by trust deed and its objects are to provide sheltered accommodation, residential care and domiciliary care for the Orthodox Jewish Community of the United Kingdom and to further and support all causes which are considered charitable according to the law of England.

### **Achievement and Performance**

The home occupancy level for the year was 90% for residential/nursing and 90% for tenancies. There was also a total of 6 weeks short stays in tenancies.

The trustees along with the management committee made a strategic decision to convert two more sheltered flats into an additional 4 care rooms bringing the total number of care beds to 18 and reducing the sheltered flats to 13.

This decision was approved after reflective analysis of higher demand for care than tenancies. The old library has been converted into a large lounge area to provide extra space for the additional residents. The projected income of additional care beds would improve expected income and enable the Home to meet increasing demand. CQC approval is expected over the next financial year. Beenstock Home can now provide all levels of care for the elderly from sheltered housing support, domiciliary, residential care, nursing care, continuing care and end of life care.

A financial modelling exercise was carried out to determine the financial risks prior to approving this decision. All regulatory compliance with CQC is in place for all care provided.

The Home is most grateful to have benefitted from a grant of £40,000 from the Six Point Foundation which was used to improve furnishings and décor in the Home.

### **Financial Review**

The trustees feel the services delivered by the Beenstock Home Management Company have been of high standard and this has been evidenced through both Local Authority and CQC inspections. The charity has managed reasonably well in a difficult financial environment. However there has been a shortfall and the Home is anticipating this will improve through the increase in care beds and anticipated fundraising. Social care funding has been reduced so this has impacted on income received from Local Authorities. The trustees have had to review charges to users and have had to make charitable subsidies to a number of individuals who had difficulty in paying for services. The overall fees have been increased by 5% and a nursing subsidies has been added to nursing placements to cover the cost of nursing placements. The funded nursing payment from the NHS has also increased this year from £112 per week to £156.25 with another expected increase over the next coming months. There is a deficit of £55,086 at year end.

## Annual Report of the Trustees For the year ended 31 March 2016

### Statement of Trustees' Responsibilities

The Trustees are required under the Charities Act 2011 to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and its financial position at the end of the financial year. In preparing those financial statements giving a true and fair view, the board of trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 charity will continue to operate.

The trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity to ensure that the financial statements comply with the requirements of applicable law and regulations. 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.

The report was approved by the trustees on 14 September 2016 and signed on their behalf:

\_\_\_\_\_  
Mr N M Halpern  
Trustee

*Nail Kestenberg*  
MRS N KESTENBERG  
Trustee

**Statement of Financial Activities  
For the year ended 31 March 2016**

	Notes	2016 £	2015 £
<b><i>Incoming Resources</i></b>			
Incoming Resources from generating funds			
Rent		202,176	171,687
Services		752,727	701,366
Donations/Grants		43,775	59,202
Interest		---	8
		-----	-----
Total incoming resources		998,678	932,263
		-----	-----
<b><i>Resources expended</i></b>			
Cost of generating funds			
Costs of services	7	1,020,856	937,253
Charitable expenses		---	---
Governance costs	8	65,681	50,097
		-----	-----
Total resources expended		1,086,537	987,350
		-----	-----
Surplus for the year		(87,859)	(55,087)
<b><i>Reconciliation of funds</i></b>			
Total funds brought forward		156,621	211,708
		-----	-----
Total funds carried forward		68,762	156,621
		=====	=====

**Balance Sheet**  
**As at 31 March 2016**

	Notes	£	Unrestricted Funds 2016 £	£	Unrestricted Funds 2015 £
<b>Fixed assets</b>					
Tangible assets	2		74,410		67,510
<b>Current assets</b>					
Debtors	3	148,183		176,910	
Cash in bank & hand		22,418		45,710	
		-----		-----	
		170,601		222,620	
<b>Creditors: due in one year</b>	4	(176,249)		(133,509)	
		-----		-----	
Net current assets			(5,648)		89,111
			-----		-----
			68,762		156,621
			=====		=====
<b>Surplus of funds</b>			68,762		156,621
			=====		=====

In preparing these financial statements:

- (a) The directors are of the opinion that the company is entitled to the exemption from audit conferred under section 477 of the Companies Act 2006;
- (b) The members have not required the company to obtain an audit of its financial statements in accordance with section 476 of the Companies Act 2006, and
- (c) The directors acknowledge their responsibilities for:
  - (i) complying with the requirements of the Act with respect to accounting records and for the preparation of accounts and
  - (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial period and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

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

The financial statements were approved by the Board on 14 September 2016.

\_\_\_\_\_  
Mr N M Halpern  
Trustee -

## Notes to the Financial Statements For the year ended 31 March 2016

### 1. Accounting Policies

#### 1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention in accordance with applicable accounting standards and follow the recommendations in the Statement of Recommended Practice; Accounting and Reporting by Charities issued in March 2005 (SORP 2005)

#### Incoming resources

Rent and services receivable are accounted for in the period in which the service was provided.

Donations receivable are accounted for in the period in which they were received.

#### Resources Expended

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure.

The trust is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Governance costs are included on an accruals basis and are recognised when there is a legal or constructive obligation to pay for expenditure.

#### Fund Accounting

Unrestricted funds are those available for use for general purposes at the discretion of the charity trustees and governors in furtherance of the charity's objects.

#### Fixed assets

All fixed assets are initially recorded at cost.

#### Depreciation

Depreciation of fixed assets is calculated to write off their cost less any residual value over their estimated useful lives as follows:

- Fixtures and fittings -20% reducing balance



**Notes to the Financial Statements  
For the year ended 31 March 2016**

**2. Tangible Assets**

Fixtures and fittings  
£

Cost	
1 April 2015	251,428
Additions	<u>25,502</u>
	<u>276,930</u>
Depreciation B/F	183,918
Charge for the year	<u>18,602</u>
	<u>202,520</u>
Net book value	
• 31 March 2015	<u>74,410</u>
• 31 March 2015	<u>67,510</u>

**3. Debtors**

	2016	2015
	£	£
Trade debtors	147,884	159,386
Other debtors	299	17,524
	<u>148,183</u>	<u>176,910</u>
	=====	=====

**4. Creditors: amounts due in one year**

	2016	2015
	£	£
Trade creditors	39,533	82,480
PAYE and NI	9,895	8,672
Accruals	126,821	42,357
	<u>176,249</u>	<u>133,509</u>
	=====	=====

**Notes to the Financial Statements  
For the year ended 31 March 2016**

**5. Employee costs and other employee information**

	2016
	£
Employer's NI cost	32,531
	=====

The average number of employees during the year was 55.

The staff work under the following categories which are all activities of the charity: *administration, nursing, carers, housekeepers and kitchen staff.*

The charity uses third party agencies as and when the need arises in order to cover any staff absenteeism, the costs involved for this for the year was £24,620. No employees are paid above £60,000 and the Trustees of the charity received no remuneration during the year.

**6. Services and rent**

	2016	2015
	£	£
Sheltered accommodation, residential care and domiciliary care	978,645	927,760
	=====	=====

**7. Cost of services**

	2016	2015
	£	£
Wages and direct expenditure	1,020,856	937,253
	=====	=====

**8. Governance costs**

	2016	2015
	£	£
Administration wages	50,953	39,340
Accountancy fees	1,560	1,440
Professional fees	9,421	8,583
Bank charges and interest	3,747	734
	-----	-----
	65,681	50,097
	=====	=====

**Notes to the Financial Statements  
For the year ended 31 March 2016**

**9. Staff costs and emoluments**

	2016	2015
	£	£
<i>Total staff costs were as follows:</i>		
Wages and salaries	630,826	563,946
Social security costs	32,531	32,765
	<u>663,357</u>	<u>596,711</u>
	=====	=====

**Particulars of employees**

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

	2016	2015
Carers	32	23
Nurses	5	6
Housekeepers and kitchen staff	13	12
Administrative staff	5	3
	<u>55</u>	<u>44</u>
	=====	=====

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

**10. Company limited by guarantee**

The Beenstock Home Management Co. Ltd is a registered charity and a company limited by guarantee and does not have a share capital. In the event of the charity being wound up members are required to contribute an amount not exceeding £10.

**11. Taxation**

The Beenstock Home Management Co. Ltd is a registered charity and therefore is not liable to income tax on income derived from its charitable activities as it falls within the various exemptions available to registered charities.

## **Accountant's Report to the Directors on the Unaudited Accounts of Beenstock Home Management Co. Ltd**

In accordance with our engagement letter, and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company which comprises the profit and loss account, the balance sheet and the related notes from the accounting records and information and explanations you have given us.

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's Board of Directors that we have done so, and state those matters 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 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 financial statements.

You have acknowledged on the balance sheet as at 31 March 2016 your duty to ensure that the company has kept proper records and to prepare financial statements 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.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore express any opinion on the financial statements.

**SEFTON YODAIKEN & CO**  
**CHARTERED ACCOUNTANTS**  
Fairways House  
George Street  
Prestwich Manchester  
M25 9WS

14 September 2016