

Company registration number:00679607
Charity registration number:213120
Housing Association registration number:H022

The Abbeyfield Colwyn Bay Society Ltd

(A company limited by guarantee)
Annual Report and Financial Statements
for the Period ended 31 March 2016



Aston Hughes Co
Chartered Accountants and Statutory Auditors
Selby Towers
29 Princes Drive
Colwyn Bay
North Wales
LL29 8PE

The Abbeyfield Colwyn Bay Society Ltd

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The Abbeyfield Colwyn Bay Society Ltd

Reference and Administrative Details

Charity name	The Abbeyfield Colwyn Bay Society Ltd
Charity registration number	213120
Company registration number	00679607
Housing Association registration number	H022
Trustees	Mrs C Whittaker Mrs J M Blease Mrs B A M Watson Mr G Greenwood Mr J N Barry Mr C J T Evans Mr G R Price Miss AP Roberts
General Manager	Mrs A Hamblett
Secretary	Mrs S Edlington
Registered Office	10-12 Alexandra Road Colwyn Bay Conwy North Wales LL29 7YB
Bankers	Barclays Bank 84 Mostyn Street Llandudno Conwy North Wales LL30 2SH
Auditors	Aston Hughes & Co Selby Towers 29 Princes Drive Colwyn Bay Conwy North Wales LL29 8PE

The Abbeyfield Colwyn Bay Society Ltd

Trustees' Report

The Trustees presents their report and audited financial statements for the year ended 31 March 2016

Principal Activities

The principal activity of the company in the year of review was that of the provision of sheltered housing for the elderly.

Structure, Governance and Management

Governing Document

The organisation is limited by guarantee it was incorporated 4th January 1961 and registered as a charity 30th November 1962. The organisation is also a registered Social Landlord and is governed by its Memorandum and Articles of Association.

Related Parties

Whilst the organisation is a member of the Abbeyfield Society it operates in an autonomous manner.

Risk Management

The Trustees have a duty to identify and review the risks to which the organisation is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity's' income is dependent on occupancy levels, in order to maximise the level of income the trustees review and monitor these levels. In the period under review management have proved effective in maintaining a high level. The general reserve is maintained at such a level as to enable the work of the organisation to continue in the event of a loss of funds and during periods of low occupancy.

The Trustees remain highly informed in regards to the financial activities of the charity through the use of budgets, payments review, monthly trustee meetings and bi-monthly finance reviews. Appropriate controls and a conducive culture are distilled within the charity to promote effective operation.

Public Benefit

The charity's' primary activity ,the provision of care and shelter for the elderly, as well as its supporting activities have a direct link to public benefit. Through its furtherance of activities it has also been able to offer local employment and volunteer opportunities.

The trustees confirm that they have referred to the guidance contained in The Charity Commission general guidance on public benefit when reviewing the Fund's aims and objectives and in planning the future activities.

Objectives and Aims - Mission Statement

The Society aims to provide a peaceful and friendly life style where residents can maintain their independence whilst living within a small safe community.

The Abbeyfield Colwyn Bay Society Ltd

Trustees' Report

Achievements and performance

The charity continues to be effective in managing their 27 rented housing units as well as in the provision of care and security to residents.

Occupancy levels 73%

Houses have been maintained to high standard, major repair work carried out during the year includes the following;

- Re-fit of room 1 at Whitehall Road
- Upgrade of Fire & Emergency system
- Re-fit of a new flat at Whitehall Road

Financial Review

A lower occupancy level for the period has resulted in the surplus for this twelve month period being less than of the previous year.

The trustees are pleased with the financial performance of the charity as well as the level of service provided to residents for the twelve months period under review.

Reserves policy

The trustees objective is to maintain sufficient reserves to enable the properties to be maintained to a high standard, fund future fixed asset additions and ensure a sufficient level of working capital exists. The cash reserve represents 18 months operational costs. The charity has sufficient reserves to service the on-going requirements for the foreseeable future

Statement of Trustees Responsibilities

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

Company law requires the trustees 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the statement of recommended practice: accounting by registered social landlords & registered social landlords general determination (Wales) 2009;
- 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 proper records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

The Abbeyfield Colwyn Bay Society Ltd

Trustees' Report

Statement as to Disclosure of Information to Auditors

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

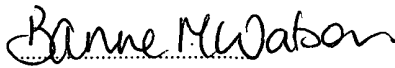
Auditors

The auditors, Aston Hughes & Co, will be proposed for re-appointment at the forthcoming Annual General meeting.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board and signed on its behalf by:



(Mrs B A M Watson)

Trustee

Date... 21.9.16.

Independent Auditors' Report to the Trustees of The Abbeyfield Colwyn Bay Society Ltd

We have audited the financial statements of The Abbeyfield Colwyn Bay Society Ltd for the period ended 31 March 2016, set out on pages 7 to 13. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our work has been undertaken so that we might state to the charitable 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement, the trustees (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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

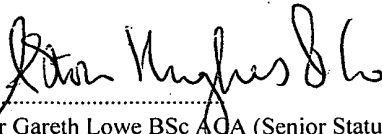
- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Independent Auditors' Report to the Trustees of The Abbeyfield Colwyn Bay Society Ltd

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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
- certain disclosures of trustees' remuneration specified by law are not made; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.


.....
Mr Gareth Lowe BSc ACA (Senior Statutory Auditor)
for and on behalf of:
Aston Hughes & Co
Chartered Accountants and Statutory Auditors
Selby Towers
29 Princes Drive
Colwyn Bay
Conwy
LL29 8PE

21-9-16
.....

Aston Hughes & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

The Abbeyfield Colwyn Bay Society Ltd
Income and Expenditure Account for the Period Ended 31 March 2016

		2016	2015
	Note	£	£
Turnover	2	343,202	373,461
Less: Operating costs		<u>331,705</u>	<u>330,976</u>
Operating surplus	3	11,497	42,485
Interest receivable		3,155	4,374
Other income	4	<u>292</u>	<u>5,113</u>
		3,447	9,487
Surplus on ordinary activities before taxation		14,944	51,972
Tax on surplus on ordinary activities	7	<u>-</u>	<u>-</u>
Surplus for the period		14,944	51,972
Reserves brought forward	15	<u>1,372,814</u>	<u>1,320,842</u>
Reserves carried forward	15	<u>1,387,758</u>	<u>1,372,814</u>

The results relate wholly to continuing activities.

There is no material difference between the retained surplus for the year on ordinary activities stated above and its historical cost equivalent.

All reserves of the organisation are unrestricted.

The notes on pages 10 to 14 form an integral part of these financial statements.

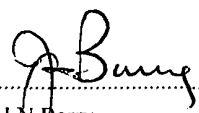
The Abbeyfield Colwyn Bay Society Ltd (Registration number:00679607)
Balance Sheet as at 31 March 2016

		2016		2015	
	Note	£	£	£	£
Fixed assets					
Housing properties - depreciated cost	8	922,459		923,581	
less SHG	10	<u>(43,736)</u>		<u>(43,736)</u>	
			878,723		879,845
Current assets					
Debtors	10	4,142		13,911	
Cash at bank and in hand		<u>524,837</u>		<u>489,283</u>	
		528,979		503,194	
Creditors: Amounts falling due within one year	11	<u>(19,943)</u>		<u>(10,225)</u>	
Net current assets			<u>509,035</u>		<u>492,969</u>
Net assets			<u>1,387,758</u>		<u>1,372,814</u>
The funds of the charity:					
Capital and reserves					
Revenue reserves	15		1,361,528		1,341,584
Designated reserves	15		<u>26,230</u>		<u>31,230</u>
Total charity funds			<u>1,387,758</u>		<u>1,372,814</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board on 21.9.16 and signed on its behalf by:


 Mrs B A M Watson
 Trustee


 Mr J N Barry
 Trustee

The notes on pages 10 to 14 form an integral part of these financial statements.

The Abbeyfield Colwyn Bay Society Ltd
Notes to the Financial Statements for the Period Ended 31 March 2016

1 Accounting policies

(a) Introduction and Accounting Basis

The financial statements have been prepared under the historical cost convention and in accordance with applicable Accounting Standards including The Accounting Requirements for Registered Social Landlords General Determination (Wales) 2009, the Statement of Recommended Practice (SORP) 2010, the Financial Reporting Standard for Smaller Entities (effective April 2015) and the Companies Act 2006.

(b) Income recognition

Income from residents' charges are accounted for when earned.

Donations and legacies are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

(c) Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. Expenses are allocated to repairs, services and management on a basis of proportion of time or other relevant factors attributable to those activities.

(d) Social Housing Grants

Where purchases or developments have been financed wholly, or partly, by SHG the net book value has been reduced by the amount of the grant receivable, which is shown separately in the balance sheet. Provision is made for repayment of SHG where the property is expected to be sold in the foreseeable future.

(e) Fixed assets - Housing Properties

Properties included in housing properties are stated at cost less depreciation. The cost of such properties includes the following:-

- i) cost of acquiring land and buildings;
- ii) development expenditure;
- iii) interest charged on mortgage loans raised to finance the scheme up to the date of completion;
- iv) amounts equal to acquisition and development allowances receivable

All invoices and architect's certificates relating to capital expenditure are included in the accounts at the gross value provided that the expenditure was incurred or the architect's certificate was completed by the end of the accounting year.

The Abbeyfield Colwyn Bay Society Ltd
Notes to the Financial Statements for the Period Ended 31 March 2016

(f) Depreciation

Housing properties are depreciated on historic cost after deducting grants. Depreciation is provided on housing properties so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Housing properties	1% reducing balance basis on the net cost (cost less Social Housing Grants)
Freehold land	No depreciation

The cost of fixtures, fittings and equipment is written off through the income and expenditure account as incurred. Assets donated to the charity are not included in the balance sheet.

(g) Impairment

Where it is recognised that there is an impairment of value of any asset, the full reduction in value is written off to the Income and Expenditure account in the period.

(h) Designated reserves

A designated reserve has been established to enable the Society to meet the cost of future repair and replacement liabilities. Transfers to the reserve are made such that sufficient funds are available to meet anticipated costs as per the Trustees Maintenance Plan. The amount of designated reserve is to be reviewed each year with reference to the plan.

(i) Corporation Tax and VAT

The society has charitable status and is exempt from Corporation Tax on the income it receives.

The society is not registered for VAT. Accordingly no VAT is charged to residents, and expenditure in the income and expenditure account includes the relevant VAT.

(j) Monetary donations and general charitable reserve

Monetary donations to the society are credited to the income and expenditure account on a receipts basis, and transferred annually to the general charitable reserve.

(k) Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

2 Turnover

	Year ended 2016 £	Year ended 2015 £
Income from lettings	342,422	372,367
Guest income and resident extras	780	1,094
	<u>343,202</u>	<u>373,461</u>

The Abbeyfield Colwyn Bay Society Ltd
Notes to the Financial Statements for the Period Ended 31 March 2016

3 Operating Surplus

	Year ended 2016 £	Year ended 2015 £
Operating surplus is stated after charging:		
Auditors' remuneration (inc VAT):		
In their capacity as auditors	930	900
In respect of other services	1,250	1,320
Depreciation	<u>8,876</u>	<u>8,888</u>

4 Other income

	Year ended 2016 £	Year ended 2015 £
Legacies and bequests	164	5,000
Appeals and donations	<u>128</u>	<u>113</u>
	<u>292</u>	<u>5,113</u>

5 Trustees' remuneration and expenses

No trustees received any remuneration or reimbursements during the period.

6 Employees' remuneration

The aggregate payroll costs of these persons were as follows:

	Year ended 2016	Year ended 2015
The average number of persons employed during the year (full time equivalents) was:		
Administration	1.40	1.40
House Managers	4.00	4.00
Housekeeper, assistants and cleaners	<u>4.87</u>	<u>4.87</u>
Total	<u>10.27</u>	<u>10.27</u>
	£	£
Wages and salaries	184,694	179,290
Social security	8,980	8,308
Other pension costs	<u>2,382</u>	<u>2,437</u>
	<u>196,056</u>	<u>190,035</u>

There are no employees with emoluments above £60,000.

The Abbeyfield Colwyn Bay Society Ltd
Notes to the Financial Statements for the Period Ended 31 March 2016

7 Taxation

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

8 Tangible fixed assets - Housing properties

	Land and buildings £
Cost	
As at 1 April 2015	1,041,806
Additions	<u>7,754</u>
As at 31 March 2016	<u>1,049,560</u>
Depreciation	
As at 1 April 2015	118,225
Charge for the period	<u>8,876</u>
As at 31 March 2016	<u>127,101</u>
Net book value	
As at 31 March 2016	<u>922,459</u>
As at 1 April 2015	<u>923,581</u>

9 Tangible fixed assets - Social Housing Grants

	Land and buildings £
Cost	
As at 1 April 2015 and 31 March 2016	<u>43,736</u>

10 Debtors

	Year ended 2016 £	Year ended 2015 £
Trade debtors	224	1407
Other debtors	-	5,000
Prepayments and accrued income	<u>3,918</u>	<u>7,504</u>
	<u>4,142</u>	<u>13,911</u>

11 Creditors: Amounts falling due within one year

	Year ended 2016 £	Year ended 2015 £
Accruals	<u>19,943</u>	<u>10,225</u>

12 Members' liability

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

The Abbeyfield Colwyn Bay Society Ltd
Notes to the Financial Statements for the Period Ended 31 March 2016

13 Pension scheme

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £2,382 (31 March 2015-£2437).

14 Reserves

	Revenue Reserve £	Designated Cyclical Maintenance Reserve	Total Reserves
At 1 April 2015	1,341,584	31,230	1,372,814
Surplus for the year	14,944		14,944
Transfers	5,000	(5,000)	-
At 31 March 2016	<u>1,361,528</u>	<u>26,230</u>	<u>1,387,758</u>

Transfers

A legacy of £164 was receivable, this was transferred to the Whitehall Road Designated Cyclical Maintenance Reserve in accordance with internal policies. £5,164 was monies spent out of the Whitehall Road Designated Cyclical Maintenance Reserve on renovating Room 1 at Whitehall Road.

15 Contingent Liabilities

Social Housing Grants and outstanding mortgage charges may become repayable when changes in the use of the property mean the property is either no longer being used by a RSL or in accordance with the terms of the original agreements.

16 Accommodation Units

	Year ended 2016 £	Year ended 2015 £
Supported housing units	27	27

The Abbeyfield Colwyn Bay Society Ltd
Detailed Income and Expenditure Account for the Period Ended 31 March 2016

	Year ended 2016		Year ended 2015	
	£	£	£	£
Turnover				
Sheltered housing rental income	342,422		372,367	
Guest income and residents extras	<u>780</u>		<u>1,094</u>	
		343,202		373,461
Operating costs				
Food	24,885		27,886	
Household purchases	3,623		4,443	
Wages and salaries	184,694		179,290	
Staff NIC (Employers)	8,980		8,308	
Staff pensions	2,382		2,437	
Staff training and recruitment	797		-	
Rates and water	12,340		12,602	
Heating costs	10,406		11,461	
Electricity	10,103		8,955	
Insurance	5,384		6,085	
Careline alarm service	2,054		2,026	
General maintenance	5,959		14,379	
Upkeep of grounds	4,926		4,870	
Planned maintenance	30,289		21,917	
Contract and service costs	3,832		4,050	
Telephone and fax	3,008		2,882	
Printing, postage and stationery	1,373		2,218	
Affiliation fees	2,433		2,470	
Sundry expenses	272		1,452	
Trustee meeting and travel	762		-	
Travel and subsistence	389		680	
Advertising	1,526		1,345	
The audit of the charity's annual accounts	930		900	
Auditors' remuneration - non audit work	1,250		1,320	
Legal fees	-		13	
Bank charges	232		99	
Depreciation of freehold property	<u>8,876</u>		<u>8,888</u>	
		<u>331,705</u>		<u>330,976</u>
Operating surplus		11,497		42,485
Interest receivable and other income				
Legacies and bequests	164		5,000	
Appeals and donations	128		113	
Interest on cash deposits	<u>3,155</u>		<u>4,374</u>	
		<u>3,447</u>		<u>9,487</u>
Surplus for the period		<u><u>14,944</u></u>		<u><u>51,972</u></u>

This page does not form part of the statutory financial statements