

**ABBNEYFIELD LOUGHTON SOCIETY LIMITED**  
**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31ST MARCH 2021**

**Registered Number: 758621**

**Registered Charity Number: 227729**

## **ABBEYFIELD LOUGHTON SOCIETY LIMITED**

### **DIRECTORS AND TRUSTEES:**

C M Franklin (Chairperson)  
C J Rawlinson (Treasurer)  
P Medway  
L Richards

### **SECRETARY:**

C M Franklin

### **PRESIDENT:**

S Murray

### **ACCOUNTANTS:**

Sterlings Accountancy Solutions Ltd  
Unit 5 Woodbrook Crescent  
Billericay  
Essex  
CM12 0EQ

### **BANKERS:**

Barclays Bank plc  
207 High Road  
Loughton  
Essex  
IG10 1AZ

### **REGISTERED OFFICE:**

121 High Road  
Loughton  
Essex  
IG10 4LT

### **INVESTMENT MANAGERS:**

CCLA Investment Management Limited  
COIF Charity Funds  
80 Cheapside  
London EC2V 6DZ

W H Ireland Ltd  
24 Martin Lane  
London  
EC4R 0DR

BMO Global Asset Management  
PO Box 9040  
Chelmsford  
Essex  
CM99 2XH

**ABBEYFIELD LOUGHTON SOCIETY LIMITED****DIRECTORS' REPORT**

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The directors present their annual report and the financial statements for the year ended 31st March 2021. This report is a Director's Report which as required by section 417 of the Companies Act 2006 and a Trustees' Annual Report as required under Part 8 of the Charities Act 2011.

The trustees confirm that the financial statements comply with the requirements of the company's governing documents, the Charities SORP (FRS 102) and the Companies Act 2006.

**Structure, Governance & Management**

The Society is constituted by its Memorandum and Articles dated 24th April 1963 registered under the Companies Act 2006 (number 758621). It is also a registered charity (number 227729). The accounts have, therefore, been prepared to comply with the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and revised in May 2008. The Society is an affiliated member of The Abbeyfield Society.

The Society is a company limited by guarantee not having any share capital. Each member guarantees to contribute £1 towards the liabilities and costs on winding up.

The directors of the charity are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year end were as follows:

C M Franklin  
P Medway  
C J Rawlinson  
L Richards  
G Varughese (resigned 13 January 2021)

John Kennedy stepped down as President on 25 August 2020 and was replaced by Stephen Murray. The trustess would like to thank John for his long service.

**Recruitment and Appointment**

Potential new trustees are recruited in one of two ways. Either the trustees approach someone who they think may be interested and have time to commit to the organisation, or an interested, informed person approaches an executive committee member with a view to joining the committee.

The committee would then formally discuss the applicant's merits and skill sets. Following a formal screening process and a police check, if the committee consider that the applicant would enhance the committee's work, he or she is formally elected.

**ABBEYFIELD LOUGHTON SOCIETY LIMITED****DIRECTORS' REPORT**

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**Induction and Training of Trustees**

By way of formal introduction Trustees are given training on policies and procedure relative to the role.

The charity requires trustees and staff to attend mandatory, regular training courses on a variety of topics.

The trustees form The Executive Committee of the Society and are responsible for all decision-making. Trustees are appointed on a rotational basis by the members at the Annual General Meeting.

The trustees have identified the major risks to which the Society is exposed and those risks have been mitigated. The trustees are currently reviewing their policies which have been in place for many years.

In accordance with the Articles of Association C J Rawlinson and L Richards retire from the Committee at the Annual General Meeting and will offer themselves for re-election.

**Risk Management**

The main areas of risk to the charity are financial and physical. The trustees undertake a formal risk assessment on a frequent basis to ensure that physical risks such as loose carpet, which could pose a risk to residents, are identified and dealt with early.

Staff are subject to police screening and training for key areas in Health and Safety, Food Hygiene and prevention of abuse.

Fire drills and the regular testing of fire alarms are undertaken often to ensure staff and residents are aware of the emergency procedures. Each resident's room has displayed fire evacuation procedures and a panic button in case of emergency. In addition, residents are offered pendant personal alarm systems.

Investments are made with the ultimate aim of high liquidity, maximum yield with very low capital risk. Following the demise of our former Treasurer, who was knowledgeable regarding investments, the Board agreed to appoint W H Ireland Ltd to manage the investments.

**Objectives & Activities**

The principal activity of the charity throughout the year was providing care and accommodation for elderly and lonely persons in accordance with the Memorandum and Articles of Association and the aims and principles of The Abbeyfield Society Limited.

The trustees regularly review the needs and the facilities provided for the residents with a view to carrying out such work as maybe required, to improve and enhance the residents' quality of life.

As a result of the coronavirus pandemic and the country being in lockdown our house improvements were somewhat curtailed and importance was placed on keeping our residents safe and well. However, the brief period of easing restrictions afforded us the opportunity to update two of our rooms at a cost of £ 14,295.60, fit further replacement windows at a cost of £24,074.62, and the fish pond, which is a much loved feature of the garden, required some work the cost of which was £ 670.00

It is the charity's policy to cover its operating costs with income from residential charges. Any surplus on investments is set aside for future use to improve the building and facilities for residents.

**Achievements & Performance**

The aim of the trustees is to ensure full occupancy of the home. This was unfortunately not achieved during the year, particularly as we were unable to invite new residents due to the pandemic, so there was an average of two rooms vacant throughout the year.

**Financial Review**

Rental income was reduced during the year due to two rooms being vacant as mentioned above. Overall most operational costs are comparable with the prior year. There was a deficit of £4,210 before property and investment revaluations; the investments increased in value by £18,456 resulting in an overall surplus of £14,246 for the year.

**ABBEYFIELD LOUGHTON SOCIETY LIMITED****DIRECTORS' REPORT**

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**Reserves Policy**

As at 31 March 2021, the total unrestricted reserves of the charity stands at £2,478,459 which includes the revaluation reserve of £1,182,457.

Income from residents covers all the general expenses of running a home including internal decorations and minor repairs. The investment income is generally used to fund capital expenditure or major work.

Short and long term investments are acquired and held at the discretion of the directors.

**Plans For Future Periods**

Care is taken to ensure that when any new resident is entered into the accommodation, it is newly cleaned, redecorated and, where necessary, re-carpeted. Every effort is made to ensure that the new resident integrates with the other residents. A one week trial is therefore mandatory, to ensure that the resident and home are compatible.

**Trustees' responsibilities in relation to the financial statements**

The trustees (who are also directors for the purpose of common law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees must prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

- select suitable accounting policies and then 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 company will continue to operate.

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 Charities Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

By Order of the Board of Trustees

C M Franklin  
Chairperson

Date: 18 May 2021

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF  
ABBEYFIELD LOUGHTON SOCIETY LIMITED**

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I report on the financial statements for the year ended 31 March 2021 set out on pages 5 to 11.

**Respective responsibilities of trustees and examiner**

The trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiners statement**

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the companies Act 2006 and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**David Parker FCA**  
**Institute of Chartered Accountants in England & Wales**  
Sterlings Accountancy Solutions Limited  
Unit 5 Woodbrook Crescent  
Billericay  
Essex  
CM12 0EQ

Date: 24 May 2021

**ABBEYFIELD LOUGHTON SOCIETY LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES INCLUDING THE INCOME AND**  
**EXPENDITURE ACCOUNT AND STATEMENT OF RECOGNISED GAINS AND LOSSES**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	Unrestricted £	2021 Restricted £	Total £	2020 Total £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary					
Donations		5,352	-	5,352	750
Activities for generating funds					
Investment income	3	7,316	-	7,316	22,024
<b>Incoming resources from charitable activities</b>					
Income from residential charges		129,341	-	129,341	150,827
<b>Other incoming resources</b>		4,937	-	4,937	-
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<b>Total incoming resources being net incoming resources available for charitable application</b>		146,946	-	146,946	173,601
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<b>Resources expended</b>					
<b>Charitable expenditure</b>					
Costs of charitable activities	4	136,865	-	136,865	126,931
Governance costs	5	14,291	-	14,291	10,933
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<b>Total resources expended</b>		151,156	-	151,156	137,864
<hr/>					
<b>Net incoming/(outgoing) resources for the year before transfers and investment gains and losses being the surplus/(deficit) for the year for Companies Act purposes</b>		(4,210)	-	(4,210)	35,737
<b>Unrealised surplus/(deficit) on investments</b>		18,456	-	18,456	(109,360)
<b>Other recognised gains and losses on fixed assets for the Society's use</b>					
Unrealised gain on land and buildings		-	-	-	-
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<b>Net movement in funds</b>		14,246	-	14,246	(73,623)
Fund balance brought forward		2,464,213	-	2,464,213	2,537,836
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<b>Fund balance carried forward</b>		£ 2,478,459	£ -	£ 2,478,459	£ 2,464,213
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- All transactions are derived from continuing activities
- There are no gains or losses for the year other than those recognised in the Statement of Financial Activities.

**ABBEYFIELD LOUGHTON SOCIETY LIMITED**
**BALANCE SHEET**
**AS AT 31ST MARCH 2021**

		<b>2021</b>		<b>2020</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Tangible Fixed Assets</b>					
Housing properties	7		1,700,000		1,700,000
Investments	8		464,673		446,217
			<u>2,164,673</u>		<u>2,146,217</u>
<b>Current Assets</b>					
Debtors	9	2,091		1,937	
Cash at bank and in hand		316,694		320,900	
		<u>318,785</u>		<u>322,837</u>	
<b>Creditors:</b> amounts falling due within one year	10	4,999		4,841	
		<u>4,999</u>		<u>4,841</u>	
<b>Net Current Assets</b>			313,786		317,996
<b>Total Assets Less Liabilities</b>			<u>£ 2,478,459</u>		<u>£ 2,464,213</u>
<b>Financed by:</b>					
<b>Unrestricted reserves:</b>					
Retained surplus	11		1,296,002		1,281,756
Revaluation reserve	11		1,182,457		1,182,457
	11		<u>£ 2,478,459</u>		<u>£ 2,464,213</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the financial reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the board of directors on the date shown below and were signed on its behalf by:

.....  
C M Franklin - Chairperson

.....  
C J Rawlinson - Treasurer

Date: 18 May 2021

The notes on pages 7 to 11 form part of these financial statements



**ABBEYFIELD LOUGHTON SOCIETY LIMITED****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31ST MARCH 2021**

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**1. STATUS OF SOCIETY**

The Society is registered under the Companies Act 2006 (number 758621) and is a registered charity (number 227729).

**2. ACCOUNTING POLICIES*****Accounting Basis***

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for Charities applying FRS 102, the companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from January 2015. The Company is a Public Benefit Entity as defined by FRS 102.

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

Under Companies Act 2006 s454, on a voluntary basis, the trustees can amend these financial statements if they subsequently prove to be defective.

***Incoming Resources***

Income from donations is included in incoming resources when these are receivable.

Income from residential charges is accounted for on a straight line and accruals basis.

Investment income is accounted for on an accruals basis.

***Resources Expended***

All resources expended can be separately identified between different classes of expenditure. There is no need for apportionment.

***Housing Land and Buildings***

The cost of property is the purchase price plus costs of developing the property to enable it to be occupied.

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

Expenditure on any scheme aborted is written-off in the year in which it is recognised that the scheme will not be developed to completion.

Where the directors consider that a property has fallen below recoverable amount, the carrying value of the property is written down directly to the Statement of Financial Activities to estimated open market value for existing use. When the directors consider the property value has increased, the carrying value is increased with the surplus being credited directly to the revaluation reserve.

***Depreciation***

Freehold property is carried at cost/valuation and is not depreciated. It is company policy to maintain its freehold property to a high standard, because of this the property maintains a residual disposal value in aggregate at least equal to the book value and accordingly no provision for depreciation is made. This represents a departure from the Companies Act 2006 which requires depreciation to be charged on tangible fixed assets. The directors consider this departure to be necessary to give a true and fair view.

If this departure from the Act had not been made, the profit for the year would have been reduced by depreciation. However, the amount of depreciation cannot reasonably be quantified because depreciation is only one of many factors reflected in the valuation and the amount which might otherwise have been shown cannot be separately identified or quantified.

**ABBNEYFIELD LOUGHTON SOCIETY LIMITED**
**NOTES TO THE FINANCIAL STATEMENTS**
**FOR THE YEAR ENDED 31ST MARCH 2021**
**2. ACCOUNTING POLICIES - Continued**
***Future Cyclical Repairs and Maintenance***

Provision is made for major repairs or cyclical maintenance only where they represent legally binding commitments or obligations at the balance sheet date.

***Corporation Tax and VAT***

The Society has charitable status and is exempt from corporation tax on the income it has received. 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.

***Investments***

Investments held are stated at bid price value at the balance sheet date. Purchases and sales include transaction fees. Realised and unrealised gains and losses are credited/charged to the Statement of Financial Activities.

***Pensions***

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

***Funds***

The Society has no Restricted or Endowment Funds. All funds are credited to the General Fund held for the future running of the Society.

**3. INVESTMENT INCOME**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Bank and short term deposit interest	143	733
Dividends	7,173	21,291
Disposal of investments	-	-
	<u>£ 7,316</u>	<u>£ 22,024</u>

**4. COSTS OF CHARITABLE ACTIVITIES**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Repairs and maintenance	37,111	32,399
Staff salaries and costs	71,478	68,450
National Insurance	159	1,386
Pension contributions	1,215	1,624
Food and other household costs	5,675	7,390
Garden maintenance	5,543	2,750
Rent and rates	3,898	3,782
Heating and lighting	6,138	4,224
Telephone	2,140	1,761
Television licence	165	177
Insurance	2,635	2,520
Advertising	708	468
	<u>£ 136,865</u>	<u>£ 126,931</u>

**ABBNEYFIELD LOUGHTON SOCIETY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**5. GOVERNANCE COSTS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Affiliation fee: The Abbeyfield Society	2,873	2,831
Accountancy	4,384	4,065
Legal and professional	4,177	-
Printing, postage and stationery	-	92
Computer expenses	1,848	1,573
General expenses	1,009	2,372
	<u>£ 14,291</u>	<u>£ 10,933</u>

**6. EMPLOYEES**

The Society had 4 (2020 - 4) employees, amounting to one full-time equivalent employee, who run the accommodation unit. No employee earns more than £60,000 per annum.

**7. FIXED ASSETS**

	<b>Land and buildings held for letting £</b>
<b>Freehold Land and Buildings</b>	
<b>Valuation</b>	
At 1st April 2020	1,700,000
Revaluation surplus	-
At 31st March 2021	<u>£ 1,700,000</u>

The property valued on 23 July 2014 by Heather Thirtle F.R.I.C.S. on the basis of the open market value for existing use.

The original cost of the property, including improvements, was £517,543.

**ABBEYFIELD LOUGHTON SOCIETY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**8. INVESTMENTS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Valuation brought forward	446,217	555,577
Disposals	-	-
Revaluation surplus/(deficit)	18,456	(109,360)
	<u>£ 464,673</u>	<u>£ 446,217</u>

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
UK Listed investments	464,673	446,217
	<u>£ 464,673</u>	<u>£ 446,217</u>

Investments comprising greater than 5% of investments are as follows:-

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
BMO Global Asset Management Funds	59,458	-
iShares Corporate Bond	24,377	-
Glaxosmithkline Plc	-	24,990
Jupiter UK Alpha Fund	-	51,602
Lloyds Banking	-	39,200
Legal & General Group	-	29,070
National Grid plc	-	39,047
Unilever plc	-	73,359
United Utilities	-	45,140
	<u></u>	<u></u>

**9. DEBTORS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Prepayments and accrued income	2,091	1,937
	<u>£ 2,091</u>	<u>£ 1,937</u>

**10. CREDITORS: Amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other creditors	402	461
Accruals and deferred income	4,597	4,380
	<u>£ 4,999</u>	<u>£ 4,841</u>

**ABBEYFIELD LOUGHTON SOCIETY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**11. RESERVES**

	<b>Freehold Revaluation Reserve £</b>	<b>Investments Revaluation Reserve £</b>	<b>Unrestricted Reserve £</b>	<b>Total £</b>
At 1 April 2020	1,182,457	-	1,281,756	2,464,213
Operating Surplus for the year	-	-	(4,210)	(4,210)
Revaluation surplus in the year	-	-	18,456	18,456
At 31 March 2021	<u>£ 1,182,457</u>	<u>£ -</u>	<u>£ 1,296,002</u>	<u>£ 2,478,459</u>

**12. SHARE CAPITAL AND CONTROLLING PARTY**

The Society is a company limited by guarantee not having any share capital.

There is considered to be no controlling party.

**13. PAYMENT TO MEMBERS, COMMITTEE MEMBERS, OFFICERS, ETC.**

Payments to members of the Society for travel and sundry expenses reimbursed and ex gratia payments are as follows:-

	<b>2021 £</b>	<b>2020 £</b>
C J Rawlinson (includes ex gratia payment of £1,100)	1,100	2,535
C M Franklin	254	1,689

The ex gratia payments made to C Rawlinson are in respect of accounting and secretarial duties performed, respectively, for the charity in the year.

The trustees did not receive any remuneration during the year.