

**THE ABBEYFIELD SANDERSTEAD
SOCIETY LIMITED**

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2021**

COMPANY REGISTRATION No: 719534

CHARITY REGISTRATION No: 233004

Independent Examiners Ltd
Unit 2 The Broadbridge Business Centre
Delling Lane
Bosham
PO18 8NF

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
(A COMPANY LIMITED BY GUARANTEE)

CONTENTS

Page 3	Legal & Administrative Information.
Pages 4 to 5	Report of the Directors.
Page 6	Statement of Financial Activities.
Page 7	Balance Sheet.
Pages 8 to 13	Notes to the Financial Statements.
Page 14	Independent Examiner's Report on the Accounts.

**THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY REGISTRATION NUMBER	233004
COMPANY REGISTRATION NUMBER	719534
DATE OF INCORPORATION	28th March 1962
START OF FINANCIAL YEAR	1st April 2020
END OF FINANCIAL YEAR	31st March 2021
DIRECTORS AT 31ST MARCH 2021 (EXECUTIVE COMMITTEE)	Mr R J Brimble Mrs M Brown (Chair) Mr B A Dymond Dr E Leonard Mrs L A Talbot C Littlewood
GOVERNING DOCUMENT	Memorandum and Articles of Association Incorporated 28th March 1962.
OBJECTS	To relieve aged, impotent and poor people of all classes, for the advancement of religion and education and for other charitable purposes beneficial to the community.
REGISTERED ADDRESS	2 Beechwood Road Sanderstead South Croydon Surrey CR2 0AA
BANKERS	Barclays Bank plc 1 Churchill Place London E14 5HP
INDEPENDENT EXAMINER	Independent Examiners Ltd Unit 2 The Broadbridge Business Centre Delling Lane Bosham PO18 8NF

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
(A COMPANY LIMITED BY GUARANTEE)

REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Abbeyfield Sanderstead Society Limited is a registered charity (No. 233004) and a registered housing association (No. H0J69). It is a company limited by guarantee (No. 00719534) which does not have a share capital. Every member of the Society undertakes to contribute an amount not exceeding £1 to the assets of the Society in the event of winding up. The total number of such members at 31st March 2021 was 24 (2020 - 24).

The activities of the Society are overseen by the Executive Committee. Members of the Committee are elected at an Annual General Meeting and serve for a period of three years after which they must seek re-election if wishing to continue in office.

RECRUITMENT AND APPOINTMENT OF MEMBERS OF THE EXECUTIVE COMMITTEE

Traditional business and care skills are represented on the Executive Committee. In an effort to maintain this broad skill mix, potential members of the Executive Committee are requested to provide a list of their skills. In the event of particular skills being lost through retirements, individuals with those skills are approached to offer themselves for election to the Executive Committee. Potential Committee members are interviewed by the Executive Committee before being recommended for appointment at an Annual General Meeting.

New Members are given an information pack on the constitution and governance of the Society and are also taken on an induction tour of the homes to meet the managers, staff and residents. New Members have an opportunity to meet with the Executive Officer and to attend the Executive Committee meetings.

RISK MANAGEMENT

The Executive Committee has conducted a review of the major risks to which the Society is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks that the Society faces. The systems of internal controls are reflected in that the Society has received the Abbeyfield Standard and has also been accredited by the Local Authority.

OBJECTS AND ACTIVITIES

To provide accommodation, care and companionship for lonely or frail elderly people in accordance with the aims and principles of The Abbeyfield Society Limited. This activity falls wholly within social housing activities as defined in the Housing and Regeneration Act 2008.

ACHIEVEMENTS AND PERFORMANCE

The Society has successfully fulfilled its objectives during the year. Further information detailing the achievements and performance of the Society can be found in the Chair's Report annexed hereto below.

FINANCIAL REVIEW

The Society incurred a small surplus for the year of £176 (2019 - surplus of £4,467). The results for the year are set out in the financial statements attached.

PUBLIC BENEFIT REQUIREMENT

The Members of the Executive Committee have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to guidance published by the Charity Commission concerning the public benefit requirement.

CHAIRPERSON'S REPORT

With the onset of the Coronavirus Pandemic, 2020/2021 has been an extremely challenging year for the Society. Going into lockdown in March 2020, we arranged for one of our Relief House Manager's to live at the house working alongside our House Manager. Our other Relief House Manager was furloughed and our cleaner opted not to continue working at the house until restrictions eased. Cleaning Duties were covered by the resident Relief House Manager. Food shopping was changed to on-line ordering. Our Administrator continued his duties safely occasionally working from home.

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
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REPORT OF THE DIRECTORS (continued)
FOR THE YEAR ENDED 31ST MARCH 2021

CHAIRPERSON'S REPORT

During the summer months when restrictions eased, we arranged outside entertainments for the residents to enjoy. Unfortunately, on 23rd December 2020, both our Relief House Managers tested positive for Covid and our House Manager isolated as a precaution. A few days later a resident also tested positive. We were entirely without staff from 23rd December to 2nd January. With the help of three trustees, one volunteer and three relatives we were able to arrange alternative cover. We went through the reporting process with Public Health England and conducted the required PWR testing of everyone attending the house. Thankfully, everyone with positive tests recovered well and no-one else contracted the infection. During the year, one resident moved on to further care, a second passed away (non-Covid related) and a third moved to live near relatives. A new resident joined the house in March 2021 bringing the total number of residents to 6. I would like to record my grateful thanks to Trustees, Staff and volunteers for their unstinting care and devotion to duty throughout the year, without them we would not be in our current healthy position.

STATEMENT OF DIRECTOR'S RESPONSIBILITIES

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- i. select suitable accounting policies and then apply them consistently;
- ii. make judgements and estimates that are reasonable and prudent;
- iii. prepare financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business;
- iv. state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The directors are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act, the Housing and Regeneration Act 2008 and the Accounting Requirements for Registered Social Landlords Determination 2006. 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 directors are also responsible for the contents of the Report of the Directors, and the responsibility of the independent examiner in relation to the Report of the Directors is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

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

I approve the attached statement of financial activities and balance sheet for the year ended 31st March 2021, and confirm that I have made available all information necessary for its preparation.

Approved by the Directors on the 13th August 2021

Signed on their behalf by Mrs M Brown, Chairperson and Director.

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
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STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
INCOME						
Donations and Legacies	2a	4,336	-	-	4,336	23
Income from other Charity Activities	2b	109,845	-	-	109,845	113,578
Income from Investments	2c	34	-	-	34	128
TOTAL INCOME		114,215	-	-	114,215	113,729
EXPENDITURE						
Expenditure on Charitable Activities	3a	114,039	-	-	114,039	109,262
TOTAL EXPENDITURE		114,039	-	-	114,039	109,262
NET INCOME/ (EXPENDITURE)		176	-	-	176	4,467
Fund Brought Forward		446,245	-	-	446,245	441,778
TOTAL FUNDS CARRIED FORWARD		446,421	-	-	446,421	446,245

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 8 to 13 form part of these financial statements.

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
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BALANCE SHEET
AS AT 31ST MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	31-Mar-21 Total £	31-Mar-20 Total £
Fixed Assets					
Tangible Assets	6	531,496	-	531,496	534,358
		531,496	-	531,496	534,358
Current Assets					
Debtors & Prepayments	7	2,651	-	2,651	2,735
Cash at Bank and in Hand	8	51,947	-	51,947	48,428
Total Current Assets		54,598	-	54,598	51,163
Creditors: amounts falling due within one year	9	4,673	-	4,673	4,276
NET CURRENT ASSETS		49,925	-	49,925	46,887
TOTAL ASSETS less current liabilities		581,421	-	581,421	581,245
Creditors: amounts falling due in more than one year	10	135,000	-	135,000	135,000
NET ASSETS		446,421	-	446,421	446,245
FUNDS OF THE CHARITY					
Unrestricted Funds		446,421	-	446,421	446,245
Designated Funds		-	-	-	-
Restricted Funds		-	-	-	-
TOTAL FUNDS		446,421	-	446,421	446,245

DIRECTORS' RESPONSIBILITIES

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 14.

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Approved by the Directors on the 13th August 2021

Signed on their behalf by Director M Brown

Print Name: Mrs M Brown, Chairperson and Director.

Company Registration Number: 719534

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 (FRS102)) and incorporating update bulletin 1, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Direction for Social Housing in England 2012. The accounts have been prepared on an ongoing concern basis.

The functional currency of the charity is sterling (£).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The charity has opted to prepare its accounts using natural categories.

Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

Material prior period errors

No material prior year errors have been identified in the reporting period.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SoFA) when:

- the Charity becomes entitled to the income;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and Donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax Reclaims on Donations and Gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Gifts in Kind

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the Directors' annual report.

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES (Continued)

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and Support Costs

Support costs represent the cost of central functions, for example governance costs, payroll administration, information technology. Governance costs are those support costs which relate to public accountability of the charity and its compliance with regulation and good practice.

Deferred income

No material item of deferred income has been included in the accounts.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

Legal status of the charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

Social Housing Grant

The Society is in receipt of Social Housing Grants, formerly called Housing Association Grants (HAG). Where developments have been wholly or partially funded by such grants, the cost of **these** developments has been reduced by the value of the grant received. The value of the grant is disclosed as a separate item. These grants may be repayable in the event that the relevant property is sold by the Society, or if certain other relevant events take place, but can be rolled over into other purchase or development activities in certain circumstances.

Fixed Assets

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation Expense

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a reducing balance over their estimated useful lives. The rates applied per annum are as follows:

Freehold Buildings	1%
Fixture, Fittings & Equipment	25%

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2021

2. INCOME

Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
a) Donations and Legacies					
Gifts & Donations	170	-	-	170	23
Grants received - Other	2,000	-	-	2,000	-
Grants received - Government job retention scheme	2,166	-	-	2,166	-
	4,336	-	-	4,336	23
b) Income from other Charitable Activities					
Fundraising Events	-	-	-	-	489
Rent Receivable	5 109,845	-	-	109,845	113,089
	109,845	-	-	109,845	113,578
c) Income from Investments					
Bank Interest	34	-	-	34	128
	34	-	-	34	128

3. EXPENDITURE

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
a) Expenditure on Charitable Activities					
Bank Charges	195	-	-	195	198
Careline	1,345	-	-	1,345	1,738
Cleaning	2,749	-	-	2,749	1,867
Council Tax	2,974	-	-	2,974	2,861
Depreciation	2,862	-	-	2,862	2,897
Gardening	2,479	-	-	2,479	1,371
Housekeeping	19,286	-	-	19,286	20,907
Independent Examination	1,020	-	-	1,020	930
Insurance	3,289	-	-	3,289	3,006
Lighting & Heating	8,499	-	-	8,499	7,487
Office Expenses	1,656	-	-	1,656	1,536
Pensions	1,575	-	-	1,575	1,505
Repairs & Redecoration	13,207	-	-	13,207	17,441
Salaries & NI Contributions	43,590	-	-	43,590	34,581
Subscriptions - The Abbeyfield Soc.	2,554	-	-	2,554	2,516
Sundries	3,638	-	-	3,638	4,970
Telephone	940	-	-	940	1,135
TV Licence & Rentals	316	-	-	316	311
Water Rates	1,867	-	-	1,867	2,006
	114,039	-	-	114,039	109,262

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2021

4. DETAILS OF CERTAIN TYPES OF EXPENDITURE

	2021	2020
	£	£
Independent examiner's fees	1,020	930
Assurance services other than audit or independent examination	-	-
Tax advisory fees	-	-
Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner	-	-

5. RENT RECEIVABLE

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-21 £	Total 31-Mar-20 £
Income receivable based on 100% occupancy	133,758	-	133,758	128,247
Winter fuel allowance	2,000	-	2,000	800
Losses arising from vacancies	(24,213)	-	(24,213)	(15,958)
	111,545	-	111,545	113,089

6. TANGIBLE FIXED ASSETS

		Unrestricted	Total
		Fixtures, Fittings & Equipment £	Freehold HAG Schemes Title no: SY276359 £
Cost	01-Apr-20	25,833	711,201
Housing Association Grant (Note 1)		-	143,691
Cost at	31-Mar-21	25,833	567,510
Depreciation	01-Apr-20	25,756	33,229
Charge		19	2,843
Depreciation at	31-Mar-21	25,775	36,072
Net Book Value	31-Mar-21	58	531,438
Net Book Value	31-Mar-20	77	534,281

7. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-21 £	Total 31-Mar-20 £
Prepayments	2,651	-	2,651	2,735
	2,651	-	2,651	2,735

8. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-21 £	Total 31-Mar-20 £
Current Account	18,533	-	18,533	15,055
Savings Account	33,354	-	33,354	33,313
Petty Cash	60	-	60	60
	51,947	-	51,947	48,428

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2021

9. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-21 £	Total 31-Mar-20 £
Accruals	1,846	-	1,846	2,513
Independent Examiners Fees	1,020	-	1,020	930
Payroll liabilities	65	-	65	-
Pension costs	51	-	51	-
Tax & NI costs	1,691	-	1,691	833
	4,673	-	4,673	4,276

10. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-21 £	Total 31-Mar-20 £
Mortgage Loan	135,000	-	135,000	135,000
	135,000	-	135,000	135,000

The interest free mortgage loan from the Croydon Charitable Foundation is secured on the freehold property and is repayable in February 2029.

11. STAFF COSTS AND NUMBERS

	2021 £	2020 £
Gross Wages and Salaries	43,590	34,581
Employer's National Insurance Costs (after allowance)	-	-
Employer's Pension Contributions	1,575	1,505
	45,165	36,086

Employees who were engaged in each of the following activities:

	2021 TOTAL	2020 TOTAL
Activities in furtherance of organisation's objects	3	3
Management and administration	1	1
Total	4	4

No employees received emoluments in excess of £60,000 (2020: None). Staff are paid through the PAYE system.

The total amount paid to key management personnel (includes trustees and senior management) for their services to the charity was: £0

The charity pays employer contributions into a government backed NEST pension scheme on behalf of three employees. In 2021 these contributions totalled £543.

The charity pays employer contributions into a stakeholder private pension on behalf of one employee. In 2021 these contributions totalled £1,031.

THE ABBEYFIELD SANDERSTEAD SOCIETY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2021

12. HOUSING STOCK

Social housing accommodation, number of bed spaces

	2021 TOTAL	2020 TOTAL
Units in Management	9	9
Units under Development	-	-
	<u>9</u>	<u>9</u>

13. DIRECTORS AND OTHER RELATED PARTIES

No payments were made to directors or any persons connected with them during this financial period. No material transaction took place between the organisation and a director or any person connected with them.

14. RISK ASSESSMENT

See Report of the Directors on pages 4 to 5.

15. RESERVES POLICY

The directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

16. PUBLIC BENEFIT

See Report of the Directors on pages 4 to 5.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of The Abbeyfield Sanderstead Society Limited for the year ended 31st March 2021.

As the charity's trustees (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Responsibilities and basis of report

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

J Irvinesmith FCIE

Date: 18th August 2021

Independent Examiners Ltd
Unit 2 The Broadbridge Business Centre
Delling Lane
Bosham
PO18 8NF