

Company number: 00885474 Charity number: 249443 Registered Society number: H2257

**THE ABBEYFIELD CROWBOROUGH
SOCIETY LIMITED**

**DIRECTORS' REPORT AND UNAUDITED
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED
31 MARCH 2021**

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

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THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

Directors and trustees	Mrs B R Tankard (Chairman) Mrs M D R Charman Mrs B M Collins Mr M Johnson Mrs B Rundle Mrs M S Thomas
Company Secretary	Mrs P E Donaldson
Company registered number	885474
Charity registered number	249443
Registered society number	H2257
Registered office	The Lodge Eridge Road Crowborough TN6 2SL
Address	Darwin House Crowborough Hill Crowborough East Sussex TN6 2JA
Independent examiner	Jonathan Healey BA FCA Lindeyer Francis Ferguson Limited Chartered Accountants North House 198 High Street Tonbridge Kent TN9 1BE
Bankers	Santander Bank Tunbridge Wells Kent

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The directors (who are also the trustees for the purposes of charity law) present their report and the financial statements of The Abbeyfield Crowborough Society Limited for the year ended 31 March 2021.

The directors confirm that the report and financial statements of the charity comply with the current statutory requirements, the requirements of the company's governing document, and the provisions of "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 2019) (Charities SORP (FRS 102)).

Legal and administrative information set out on page 1 forms part of this report.

Structure and governance

The Society is a company limited by guarantee, governed by its Memorandum and Articles of Association, having no share capital and is registered as a charity and with the Regulator of Social Housing as a registered social housing provider.

The trustees are all volunteers and have come from a number of different business management and caring backgrounds with professional qualifications and a wealth of experience. We constantly seek and interview those potential trustee applicants who have suitable skill additions for positions on our board. New trustees undergo an induction process and, with existing trustees, are encouraged and receive on-going training both within and outside the Abbeyfield organisation.

The trustees decide the policies of the organisation, within the Abbeyfield guidelines. We seek to provide a good and comfortable environment for our residents, whilst keeping control of costs and ensuring adequate reserves for future needs.

A risk assessment has been carried out by the Housekeepers and one of the trustees in relation to slips and trips. The trust follows national guidance on monitoring of other potential risks to residents, staff and the business as a whole.

Objectives and activities

Our organisation provides supported, sheltered accommodation, at an affordable price, to the elderly, frail and lonely. We are affiliated to the National Abbeyfield Society and operate to their nationally accepted standards and to those required by government agencies, which monitor us, or provide us with funding. All the aforementioned is in accordance with our Memorandum and Articles of Association.

We work with other Abbeyfield organisations, sharing resources and ideas where possible. In addition, we work with government departments to help provide ever better support to enable our residents to remain independent for as long as possible.

In setting objectives and planning for activities the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2021

Mission Statement

Caring means that the wellbeing of our residents is central to everything we do and that every individual will be treated with dignity and respect. It also embraces our volunteers and staff and by learning and supporting each other Abbeyfield will be an organization where people can grow and find fulfilment.

Openness means that as an organisation we encourage and support new ideas from our residents, volunteers and staff and by learning through discussion, we appreciate each other's differences and will adopt suggestions which improve the service that Abbeyfield provides. We will be open to change and will seize opportunities that allow us to continue working towards our mission.

Honesty means that we will each work in an ethical way. As individuals we will each lead by example in order that residents, volunteers and staff will have confidence in the integrity of Abbeyfield.

Respect is something we understand we have to earn. We earn it not only by valuing each other as individuals and valuing each other's views, beliefs and background, but also by working hard to develop relationships with our residents, volunteers, staff and communities in which we operate. We act in a respectful way towards each other, honouring the commitments and promises we have made to each other.

Financial review

The surplus for the year was £3,110 (2020: £20,435). At the end of the year unrestricted reserves were £502,344 (2020: £499,234) of which £231,179 (2020: £225,958) was held as tangible fixed assets leaving £271,165 (2020: 273,276) held as free reserves.

Reserves are held by the Society as extra funds to support any potential loss of income from rents and to cover any additional unexpected expenditure such as: explosion, fire, flood, chemical or biological contamination, disease, pandemic, food poisoning, additional employee expenses for long term sickness/injury, unexpected high maintenance costs and a reduction in residents. The Society aims to maintain a balance of £200,000 in free reserves for this purpose. As noted above free reserves at the year end stood at £271,165 and the Society intends to use these excess reserves towards an overhaul of the heating system.

During the year no deposits were added to the CCLA account and the balance to date of £257,381 includes a small amount of interest.

Room 5 continues to be used for respite and is not included in gross rents receivable in the accounts.

Two en-suite rooms were refurbished by installing new floor level shower trays, fitted new carpets and redecorated. We had to replace rusty metal guttering across the left hand side, front of the house as rain water gushed through the holes and lay on saturated ground underneath.

New regime due to the Coronavirus pandemic

When the country went into "lock down" in mid-March 2020 due to the covid19 pandemic, food was very difficult to order on-line as usual, due to an enormous increase in demand, but a few on-line orders were accepted with spasmodic delivery dates. In the meantime, the council organised some food parcels and the housekeepers and chairman shopped at local supermarkets.

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2021

Health & Safety

Residents and Housekeepers have had both covid19 vaccinations. Housekeepers are provided with PPE and regularly carry out lateral flow testing on themselves. All visitors are required to wear face masks, sanitize their hands and keep to social distancing at all times.

Staff changes and agreements

We recruited a Relief Housekeeper, who is now our Deputy Housekeeper and we are looking for another Relief Housekeeper.

Marketing

We continue to advertise both on our own website and locally.

Achievements

At the onset of the pandemic, it became impossible to source food and household supplies and as a result costs increased dramatically. Support was gratefully received from MP, Nus Ghani, who contacted the Council and they delivered some food parcels. Residents' families and the Chairman also delivered much needed supplies. Overall support from Trustees, staff and contractors was invaluable during this exceptionally difficult time.

The organisation made a small surplus at the end of this financial year. The organisation also lost two long standing residents, who decided it was timely to go into nursing homes as they needed 24/7 care.

The entire country is slowly emerging from Government lock-downs due to covid19 and its variants and we hope to re-introduce outings for our residents and for them to socialise again at local clubs and organisations.

Directors

The directors who served during the year were:

Mrs B R Tankard (Chairman)
Mrs M D R Charman
Mrs B M Collins
Mr M Johnson
Mrs B Rundle
Mrs M S Thomas

In accordance with the Articles of Association, Mrs B M Collins and Mr M Johnson offer themselves for re-election at the next AGM.

Statement of directors' responsibilities

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors 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 society and of the surplus or deficit of the society for that period. In preparing these financial statements, the directors are required to:

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2021

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP FRS 102;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the society will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the society's transactions and disclose with reasonable accuracy at any time the financial position of the society 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 society 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 small companies within Part 15 of the Companies Act 2006.

This report was approved by the board on 19.08.2021 and signed on its behalf.



.....
Mrs B R Tankard
Chairman



.....
Mrs B H Rundle
Treasurer

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

I report to the charity trustees on my examination of the accounts of The Abbeyfield Crowborough Society Limited ('the company') for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charitable company (and 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 company 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 the company's accounts 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:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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 and in order to enable a proper understanding of the accounts to be reached.

Jonathan Healey BA FCA

.....
Jonathan Healey BA FCA
Lindeyer Francis Ferguson Limited
Chartered Accountants
North House,
198 High Street,
Tonbridge, Kent, TN9 1BE

23 August 2021.

Dated:

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

		<i>Unrestricted funds 2021 £</i>	<i>Unrestricted funds 2020 £</i>
	Note		
Income from:			
Legacies		1,005	-
Charitable activities:			
Residential charges	2	129,221	140,552
Interest receivable		303	1,304
Other income		18	180
Total income		130,547	142,036
Expenditure on:			
Charitable activities	3	127,437	121,601
Total expenditure		127,437	121,601
Net (expenditure)/income and net movement in funds	4	3,110	20,435
Reconciliation of funds:			
Total funds brought forward		499,234	478,799
Total funds carried forward	9	502,344	499,234

The Society's only activity is the provision of supported accommodation.

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

BALANCE SHEET

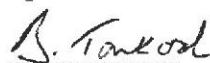
AS AT 31 MARCH 2021

			2021	2020
	Note	£	£	£
Fixed assets				
Tangible fixed assets	6		231,179	225,958
Current assets				
Debtors	7	2,116		2,042
Cash at bank and in hand		272,323		274,159
		<u>274,439</u>		<u>276,201</u>
Creditors: amounts falling due within one year	8	(3,274)		(2,925)
Net current assets			271,165	273,276
Net assets			<u>502,344</u>	<u>499,234</u>
Charity funds				
Unrestricted funds	9		<u>502,344</u>	<u>499,234</u>

The directors consider that the society 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. The directors acknowledge their responsibilities for ensuring that the society keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the society as at 31 March 2021 and of its surplus or deficit for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the society.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006.

The financial statements were approved and authorised for issue by the board on 19.08.2021 and were signed on its behalf by:



Mrs B R Tankard
Chairman



Mrs B Rundle
Treasurer

Company registration number: 885474

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

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

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Status

The Abbeyfield Crowborough Society Limited is a company limited by guarantee registered in England and Wales, a registered charity and a private registered provider of social housing in the United Kingdom. Its registered office is The Lodge, Eridge Road, Crowborough, East Sussex, TN6 2SL.

1.2 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 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Accounting Direction for Private Registered Providers of Social Housing 2019, and the Companies Act 2006.

The Abbeyfield Crowborough Society Limited 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 note(s).

The house has continued to operate during the Covid-19 pandemic and there are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

1.3 Income

Residential charges are recognised in the period for which they are payable.

Income from donations, legacies and grants including social housing grants, is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations this is usually on receipt. For grants, this is usually when a formal offer is made in writing. Income from legacies is recognised when there has been a grant of probate, the executors have established that there are sufficient assets in the estate to pay the legacy, and any conditions attached to the legacy are within the charity's control or have been met. Investment income is recognised when receivable.

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

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

1.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure on charitable activities includes expenditure on social housing activities.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives.

<i>Fixtures, fittings and equipment</i>	-	5 or 10 years straight line
<i>Freehold housing land and buildings</i>	-	10 to 50 years straight line

1.6 Financial instruments

The charity only has financial instruments of a kind that qualify as basic financial instruments. Short-term debtors and creditors are measured at settlement value. Any losses from impairment are recognised in income and expenditure.

1.7 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

1.8 VAT and taxation

The charity is not registered for VAT and expenditure shown is inclusive of VAT suffered. As a registered charity, the charity is exempt from liability to taxation on its income and gains.

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

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

2 Income from charitable activities

	2021 £	2020 £
Residential charges receivable	148,331	143,025
Losses from vacancies	(19,110)	(2,473)
	<u>129,221</u>	<u>140,552</u>

3 Expenditure on charitable activities

	2021 £	2020 £
Direct service costs		
Staff costs	46,833	43,079
Outsourced staff costs	4,410	-
Food and other household costs	25,136	24,510
Council tax and water rates	4,852	4,853
Garden maintenance	2,863	3,029
Heating and lighting	12,832	8,720
TV Licence	158	584
Subscriptions	428	-
Telephone/Lifeline	862	1,512
Outings and events	47	614
Repairs and maintenance	13,844	14,475
Depreciation: fixtures and fittings	1,670	3,461
Depreciation: buildings and improvements	1,481	5,842
Support costs		
Insurances	2,348	2,293
Telephone	811	605
Abbeyfield Society affiliation fee	2,873	2,831
Staff training	168	108
Postage stationery and advertising	-	858
Sundry expenses	190	265
Health and safety	1,554	487
Legal and professional fees	1,122	1,315
Governance costs		
Independent examiner's remuneration	2,220	2,160
	<u>126,702</u>	<u>121,601</u>

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

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

4 Net income

	2021	2020
	£	£
Net income is stated after charging:		
Independent examiner's remuneration:		
Examination services	1,345	1,310
Other services	875	850
Depreciation of tangible fixed assets	3,151	9,303

5 Staff numbers and costs

The average number of persons employed by the charity on a headcount basis during the year was 5 (2020 - 7). The average number in full time equivalents was 4 (2020 - 4).

	2021	2020
	£	£
Salaries and wages	46,645	43,079
Pension costs	188	-
	46,833	43,079

No member of staff earned over £60,000 for the financial year (2020 - £Nil).

No expenses were reimbursed to trustees in the year (2020 - £Nil). No fees or remuneration were paid to any member, committee member or officer (2020 - £Nil).

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

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

6 Tangible fixed assets

	Freehold housing land and buildings £	Furniture fittings and equipment £	Total £
Cost			
At 1 April 2020	305,653	84,790	390,443
Additions	7,428	944	8,372
Disposals	(8,000)	-	(8,000)
At 31 March 2021	305,081	85,734	390,815
Depreciation			
At 1 April 2020	83,533	80,952	164,485
Charge for the year	1,481	1,670	3,151
Disposals	(8,000)	-	(8,000)
At 31 March 2021	77,014	82,622	159,636
Net book value			
At 31 March 2021	228,067	3,112	231,179
At 31 March 2020	222,120	3,838	225,958

7 Debtors

	2021 £	2020 £
Prepayments	2,116	2,042

**8 Creditors:
Amounts falling due within one year**

	2021 £	2020 £
Other creditors	7	-
Accruals	3,267	2,925
	3,274	2,925

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

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

9 Charity funds

<i>Current year</i>	Brought forward	Income	Expenditure	Carried forward
	£	£	£	£
Unrestricted funds:				
General funds	499,234	130,547	(127,437)	502,344
<i>Prior year</i>	Brought forward	Income	Expenditure	Carried forward
	£	£	£	£
Unrestricted funds:				
General funds	478,799	142,036	(121,601)	499,234

10 Housing stock

	2021	2020
Supported accommodation		
Number of bedspaces	9	9

11 Related party transactions and balances

There are no key management personnel apart from the directors, who are not remunerated.

There were no transactions with related parties.

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

DETAILED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

		2021 £	2020 £
Income			
Residential charges receivable		148,331	143,025
Losses from vacancies		(19,110)	(2,473)
Interest receivable		303	1,304
Donations and Legacies		1,005	-
Other income		18	180
		<hr/>	<hr/>
		130,547	142,036
Service costs			
Staff costs	46,833	43,079	
Outsourced staff costs	4,410	-	
Food and other household costs	25,136	24,510	
Council tax and water rates	4,852	4,853	
Garden maintenance	2,863	3,029	
Heating and lighting	12,832	8,720	
TV Licence	158	584	
Subscriptions	428	-	
Telephone/Lifeline	862	1,512	
Outings and events	47	614	
Repairs and maintenance	13,844	14,475	
Depreciation: fixtures and fittings	1,670	3,461	
Depreciation: buildings and improvements	1,481	5,842	
		<hr/>	<hr/>
		(115,416)	(110,679)
Support costs			
Insurances	2,348	2,293	
Telephone	811	605	
Abbeyfield Society affiliation fee	2,873	2,831	
Independent examiner's remuneration	2,220	2,160	
Health and safety	1,554	487	
Legal and professional fees	1,122	1,315	
Staff training	168	108	
Postage stationary and advertising	735	858	
Sundry expenses	190	265	
		<hr/>	<hr/>
		(12,021)	(10,922)
		<hr/>	<hr/>
(Deficit)/surplus for the year		<u>3,110</u>	<u>20,435</u>