

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 2022**

# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

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# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION *FOR THE YEAR ENDED 31 MARCH 2022*

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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 2022*

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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 2022.

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 2022

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### 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 deficit for the year was £60,056 (2021: surplus £3,110). At the end of the year unrestricted reserves were £442,288 (2021: £502,344) of which £222,399 (2021: £231,179) was held as tangible fixed assets leaving £219,889 (2021: £271,165) 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 Covid-19 pandemic has impacted on the home resulting in additional health & safety expenses.

The Trustees meet regularly at the home.

### Health & Safety

We continue to protect our residents by requesting all visitors to wear face masks, sanitize their hands and keep to social distancing. A large gazebo has been erected in the garden for visitors to meet their relatives during the summer months.

We have started a weekly exercise class for the residents which they look forward to and really enjoy.

### Maintenance

We continue to keep up to date with maintenance and repairs together with all health & safety remedial work as necessary.

# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2022

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### *Residents*

We have increased our advertising and as a result, two more residents have joined the home.

### *Staff changes*

We have recruited two part time Kitchen Assistants to help the Housekeepers provide meals and support 7 days a week.

### *Achievements*

This year Crowborough Council decided to nominate Darwin House and the local Foodbank as their charities. We were delighted to take part in local collections and events which took place throughout the year and we thoroughly enjoyed being involved in the community.

Residents decided to knit items for the Crowborough Hospital shop as they wanted to support the NHS – they have produced some super items.

Our Trustees, who have a tremendous amount of expertise between them, meet regularly at the home. They will shortly be organising outings and involve residents in choosing different venues.

We recently held two tea parties to celebrate the Queens Platinum Jubilee and these memorable occasions were enjoyed by residents, Trustees and Housekeepers.

A weekly exercise class has been organised for the residents who love taking part and really look forward to the next class. Some of our Trustees have joined in as well!

### *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 R Tankard and Mrs M S Thomas 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:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP FRS 102;

# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

## DIRECTORS' REPORT

*FOR THE YEAR ENDED 31 MARCH 2022*

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- 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 5 August 2022 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

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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 2022.

### 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  
Lindeyer Francis Ferguson Limited  
Chartered Accountants  
North House,  
198 High Street,  
Tonbridge, Kent, TN9 1BE

Dated: 15 August 2022



# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Income from:			
Legacies		-	1,005
Charitable activities:			
Residential charges	2	77,442	129,221
Interest receivable		91	303
Other income		577	18
Total income		<u>78,110</u>	<u>130,547</u>
Expenditure on:			
Charitable activities	3	<u>138,166</u>	<u>127,437</u>
Total expenditure		<u>138,166</u>	<u>127,437</u>
Net (expenditure)/income and net movement in funds	4	( 60,056)	3,110
Reconciliation of funds:			
Total funds brought forward		<u>502,344</u>	<u>499,234</u>
Total funds carried forward	9	<u><u>442,288</u></u>	<u><u>502,344</u></u>

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

# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

## BALANCE SHEET AS AT 31 MARCH 2022

			2022		2021
	Note	£	£	£	£
Fixed assets					
Tangible fixed assets	6		222,399		231,179
Current assets					
Debtors	7	2,470		2,116	
Cash at bank and in hand		219,699		272,323	
		<u>222,169</u>		<u>274,439</u>	
Creditors: amounts falling due within one year	8	( 2,280)		( 3,274)	
Net current assets			219,889		271,165
Net assets			<u>442,288</u>		<u>502,344</u>
Charity funds					
Unrestricted funds	9		<u>442,288</u>		<u>502,344</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 2022 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 5 August 2022 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 2022

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### 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 2022

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### 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.

Fixtures, fittings and equipment	-	5 or 10 years straight line
Freehold housing land and buildings	-	Between 25 and 100 years straight line as set out below

Major components are treated as separable assets and depreciated over their expected useful economic lives as follows:

Land	Not depreciated
Main fabric/structure	100 years
Roof structure	60 years
Windows and external doors	35 years
Central heating systems	35 years
Kitchens and bathrooms	35 years
Car park	25 years

There has been a change in the estimated useful lives of land and buildings during the year due to the adoption of component accounting. The impact on the depreciation charge in the current year is to increase it by £3,361.

### 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.

# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

### 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.

### 2 Income from charitable activities

	2022 £	2021 £
Residential charges receivable	147,808	148,331
Losses from vacancies	( 70,366)	( 19,110)
	<u>77,442</u>	<u>129,221</u>

### 3 Expenditure on charitable activities

	2022 £	2021 £
<i>Direct service costs</i>		
Staff costs	54,778	46,833
Outsourced staff costs	-	4,410
Food and other household costs	18,206	25,136
Council tax and water rates	4,008	4,852
Garden maintenance	3,090	2,863
Heating and lighting	9,054	12,832
TV Licence	159	158
Subscriptions	40	428
Telephone/Lifeline	1,527	862
Outings and events	1,120	47
Repairs and maintenance	22,527	13,844
Depreciation: fixtures and fittings	1,131	1,670
Depreciation: buildings and improvements	7,649	1,481
<i>Support costs</i>		
Insurances	2,568	2,348
Telephone	866	811
Abbeyfield Society affiliation fee	2,902	2,873
Staff training	72	168
Postage stationary and advertising	3,560	735
Sundry expenses	80	190
Health and safety	757	1,554
Legal and professional fees	1,522	1,122
<i>Governance costs</i>		
Independent examiner's remuneration	2,550	2,220
	<u>138,166</u>	<u>127,437</u>

# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

### 4 Net (expenditure)/income

	2022	2021
	£	£
Net (expenditure)/income is stated after charging:		
Independent examiner's remuneration:		
Examination services	1,370	1,345
Other services	1,180	875
Depreciation of tangible fixed assets	8,780	3,151
	<u>          </u>	<u>          </u>

### 5 Staff numbers and costs

The average number of persons employed by the charity on a headcount basis during the year was 6 (2021 - 5). The average number in full time equivalents was 3 (2021 - 4).

	2022	2021
	£	£
Salaries and wages	54,365	46,645
Pension costs	413	188
	<u>          </u>	<u>          </u>
	<u>54,778</u>	<u>46,833</u>

No member of staff earned over £60,000 for the financial year (2021 - £Nil).

No expenses were reimbursed to trustees in the year (2021 - £Nil). No fees or remuneration were paid to any member, committee member or officer (2021 - £Nil).

THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

6 Tangible fixed assets

	Freehold housing land and buildings £	Furniture fittings and equipment £	Total £
Cost			
At 1 April 2021	305,081	85,734	390,815
At 31 March 2022	305,081	85,734	390,815
Depreciation			
At 1 April 2021	77,014	82,622	159,636
Charge for the year	7,649	1,131	8,780
At 31 March 2022	84,663	83,753	168,416
Net book value			
At 31 March 2022	220,418	1,981	222,399
At 31 March 2021	228,067	3,112	231,179

7 Debtors

	2022 £	2021 £
Prepayments	2,470	2,116

8 Creditors:  
Amounts falling due within one year

	2022 £	2021 £
Other creditors	-	7
Accruals	2,280	3,267
	2,280	3,274

# THE ABBEYFIELD CROWBOROUGH SOCIETY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

### 9 Charity funds

<i>Current year</i>	Brought forward £	Income £	Expenditure £	Carried forward £
Unrestricted funds:				
General funds	502,344	78,110	( 138,166)	442,288
<i>Prior year</i>	Brought forward £	Income £	Expenditure £	Carried forward £
Unrestricted funds:				
General funds	499,234	130,547	( 127,437)	502,344

### 10 Housing stock

	2022	2021
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.