

ABBNEYFIELD BRISTOL SOCIETY

REPORT AND ACCOUNTS FOR THE YEAR ENDED 30th SEPTEMBER 2004



Registered as a Charity (257532) and registered at the Housing Corporation (H0315)
A Company limited by guarantee registered in England (872566)

ABBNEYFIELD BRISTOL SOCIETY
(Limited by Guarantee)

ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2004

Contents	Page
Officers, professional advisers, and registered office	2
Report of the Trustees	3 - 5
Report of the Auditors	6
Income and Expenditure Account	7
Balance Sheet	8
Notes to the Accounts	9 - 15

ABBNEYFIELD BRISTOL SOCIETY
(Limited by Guarantee)

OFFICERS, PROFESSIONAL ADVISERS AND REGISTERED OFFICE

Vice Presidents

Mrs R Beesley
M L Brooks
M Dickman
A Fixter
J Grenfell
R H Nash

**Trustees (The Board of Directors)
who served during the year**

P G W Gray	Chairman
T J Davidson	Deputy Chairman
P L Mossman	Hon Treasurer
Miss A Castrey	Joined 28/7/2004
G Cole	Resigned 16/3/2004
Mrs V Fromant	
J Garland	Resigned 16/3/2004
Mrs M Lloyd-Davies	
Mrs G Oakhill	
Mrs G Pengelly	
Mrs J Pitt	
D A Thomas	Resigned 5/10/2004

Senior Executive and Company Secretary

Mrs S Perry

Auditors

Whyatt Pakeman Partners
Colkin House
16 Oakfield Road
Bristol BS8 2AP

Bankers

Barclays Bank plc
Bristol

Solicitors

Fussell Wright
59 Queen Charlotte Street
Bristol BS1 4HL

Registered Office

29 Alma Road
Clifton
Bristol BS8 2HL

ABBEYFIELD BRISTOL SOCIETY
(Limited by Guarantee)

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2004**

The Trustees submit their annual report together with the accounts for the year ended 30 September 2004.

Principal activity

The principal activity of the Society continues to be the provision of accommodation, care and companionship for lonely or frail elderly people.

Status

The society is:

A company limited by guarantee (number 872566), having no share capital and with solely charitable objectives. The amount guaranteed by each member is not in excess of £1. There were 35 members during the year.

Registered as a charity (number 257532), and registered with the Housing Corporation as a Registered Social Landlord (number H0315).

Objects and Organisation

The Articles of Association govern the appointment of the executive committee, which is charged with the management of the society in furtherance of its principal activity, fund management and financial affairs generally.

The committee shall consist of no less than 3 and no more than 18 committee members. The committee has the power to appoint executive committee members to fill a casual vacancy. One third of the executive committee members must retire by rotation each year but are eligible for re-election.

The society is a member of The Abbeyfield Society by payment of an annual subscription.

Business Review

The Society made a surplus for the year of £101,537 and has transferred this to the Accumulated Income & Expenditure Account. (2003 surplus £134,355 after crediting profit on sale of Fixed Assets of £95,018).

In line with best practice the Society has adopted the Statement of Recommended Practice 2002 (SORP) "Accounting by Registered Social Landlords".

The financial results for the year are as set out in the Income and Expenditure account on page 7 and the position at the end of the year is shown in the Balance Sheet on page 8.

The Trustees consider the state of affairs of the Society to be satisfactory.

ABBEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

REPORT OF THE TRUSTEES - continued

Fixed Assets

Details of cost and depreciation of fixed assets are set out in note 7.

The Trustees are of the opinion that the market value for the existing use of land and buildings is £4,000,000, which value has not been incorporated in these accounts.

Future developments

There are no plans for any development in the immediate future. However the Society's ambition is to build up to 30 new units within the next three years.

Executive Committee / Trustees / Directors

The Trustees who served during the year are set out on page 2

Under the terms of the Memorandum and Articles of Association of the Society, for Companies Act purposes, the Trustees constitute the Directors.

Trustees' Responsibility Statement

Company law requires the Directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company for that period. In preparing those accounts the Directors are required to:

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

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Society and enable them to ensure that the accounts comply with the Companies Act 1985, the Housing Act 1996 and the Accounting Requirements for Registered Social Landlords General Determination 2000. They are also responsible for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ABBNEYFIELD BRISTOL SOCIETY
(Limited by Guarantee)

REPORT OF THE TRUSTEES - continued

Risk Management

The Trustees have overall responsibility for ensuring that the Society has appropriate systems of controls, financial and otherwise. The systems of financial controls are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include an annual budget, approved by the Trustees, regular review of actual results and variances from budget, and delegation of authority and segregation of duties as far as possible given staffing levels.

The Trustees will continue to monitor risks and set up policies to mitigate them.

Auditors

A resolution for the re-appointment of Whyatt Pakeman Partners as auditors will be proposed at the forthcoming Annual General Meeting.



By order of the Board
Mrs S Perry
Company Secretary

11 January 2005

ABBEYFIELD BRISTOL SOCIETY
(Limited by Guarantee)

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF THE ABBEYFIELD
BRISTOL SOCIETY**

We have audited the accounts of the Society for the year ended 30 September 2004 set out on pages 7 to 15.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Board of Management and Auditors

As described in the statement of the Trustees responsibilities, the Society's Trustees are responsible for the preparation of the accounts in accordance with applicable United Kingdom law and accounting standards. Our responsibility is to audit the accounts in accordance with relevant United Kingdom legal and regulatory requirements and auditing standards.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985, Schedule 1 to the Housing Act 1996 and the Accounting Requirements for Registered Social Landlords General Determination 2000. We also report if, in our opinion, the Trustees report is not consistent with the accounts, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Trustees and Directors remuneration and transactions with the Society is not disclosed.

We read the Trustees report and any other information issued with the accounts and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts.

Basis of audit opinion

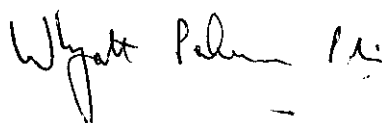
We conducted our audit in accordance with United Kingdom auditing standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the Society's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether by fraud or by other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

Opinion

In our opinion the accounts give a true and fair view of the state of the Society's affairs as at 30 September 2004 and of its surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985, Schedule 1 of the Housing Act 1996 and the Accounting Requirements for Registered Social Landlords General Determination 2000.

Whyatt Pakeman Partners
Chartered Accountants and Registered Auditors
Colkin House
16 Oakfield Road
Bristol BS8 2AP



14 February 2005

ABBNEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2004**

	Notes	2004 £	2003 £
Turnover	3 & 5	1,071,132	1,021,125
Other Operating Income	4	3,721	23,059
		<u>1,074,853</u>	<u>1,044,184</u>
Less Operating Costs	5	969,268	990,273
Operating Surplus	5 & 6	<u>105,585</u>	<u>53,911</u>
(Loss)/Profit on sale of Fixed Assets		(117)	95,018
Interest and similar income receivable		29,498	17,576
Interest and similar charges payable		<u>(33,429)</u>	<u>(32,150)</u>
Surplus on ordinary activities for the year		<u>101,537</u>	<u>134,355</u>
Income & Expenditure balance brought forward		2,006,370	1,872,015
Income & Expenditure balance carried forward		<u><u>£2,107,907</u></u>	<u><u>£2,006,370</u></u>

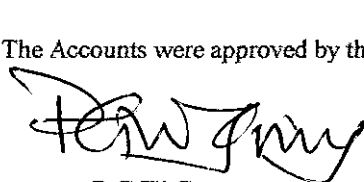
The Society's only activity is the provision of Sheltered Accommodation and Residential Care.

The Help-at-Home Service was transferred to another operator on 31 December 2003.

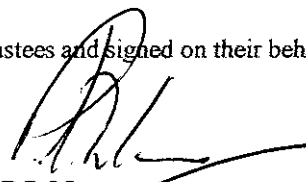
The Service made a loss of £4,675 for the 3 months to date of transfer. (2003, Loss £9,725)

The Society has no recognised gains or losses other than those included in the surpluses above and therefore no separate statement of total recognised gains and losses has been prepared.

The Accounts were approved by the Trustees and signed on their behalf on 11 January 2005.



P G W Gray
Chairman



P L Mossman
Honorary Treasurer



S Perry
Company Secretary


ABBNEYFIELD BRISTOL SOCIETY

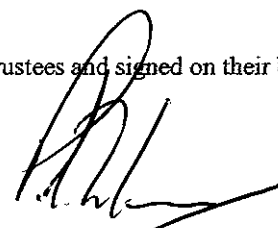
(Limited by Guarantee)

BALANCE SHEET AT 30 SEPTEMBER 2004

	Notes	2004 £	2003 £
Tangible Fixed Assets:			
Housing Properties	7		
Gross Cost less Depreciation		2,850,204	2,893,086
Less Social Housing Grants		(1,195,325)	(1,195,325)
		<u>1,654,879</u>	<u>1,697,761</u>
 Fixtures & Fittings less Depreciation	 7	 45,148	 44,584
		<u>1,700,027</u>	<u>1,742,345</u>
Current Assets:			
Debtors and Prepayments	8	39,006	27,660
Bank Balances		1,029,537	873,440
		<u>1,068,543</u>	<u>901,100</u>
Creditors: Amounts falling due within one year	9	(153,123)	(77,548)
Net Current Assets		<u>915,420</u>	<u>823,552</u>
Total Assets less Current Liabilities		<u><u>£2,615,447</u></u>	<u><u>£2,565,897</u></u>
 Financed by:			
Creditors falling due after more than one year	10&11	507,540	559,527
Accumulated Income & Expenditure Account		2,107,907	2,006,370
		<u>£2,615,447</u>	<u>£2,565,897</u>

The Accounts were approved by the Trustees and signed on their behalf on 11 January 2005.


P G W Gray
 Chairman


P L Mossman
 Honorary Treasurer


S Perry
 Company Secretary

ABBNEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2004

1 General

Abbeyfield Bristol Society is a company limited by guarantee, having no share capital, and with solely charitable objectives. Registered as a company in England No. 872566.

Registered as a charity No. 257532 and registered with the Housing Corporation as a Social Landlord No. H0135.

The Society is wholly engaged in the provision of care and housing for the elderly.

2 Accounting Policies

These accounts have been prepared in accordance with applicable Accounting Standards and statements of recommended practice issued by the National Housing Federation, and with the Accounting Requirements for Registered Social Landlords General Determination 2000.

2.1 Accounting Basis

The accounts are prepared under the historic cost accounting convention.

2.2 Cash Flow Statement

The Society qualifies as a small Company under the Companies Act 1985. The Trustees have elected to take advantage of the exemption under FRS1 not to prepare a cash flow statement.

2.3 Turnover

Turnover comprises rental and service income receivable.

2.4 Social Housing Grants

Social housing grants (SHG) are made by the Housing Corporation and are utilised to reduce the cost of purchases or development of land and buildings. Where purchases or developments have been wholly or partially funded by social housing grants, the cost of those purchases or developments have been reduced by the value of the grant received. The value of the grant is disclosed as a separate item on the face of the balance sheet.

Social Housing Grants are repayable under certain circumstances, primarily following sale of a property, but repayment will often be restricted to net proceeds of sale. The grant element on sales can be recycled into new projects subject to criteria laid down by the Housing Corporation.

ABBNEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2004 - continued

2.5 Capitalisation of Interest

Interest on loans financing development is capitalised up to the date of the completion of the scheme and only whilst development activity is in progress. No such loans were used in 2003 or 2004.

2.6 Fixed Assets - Housing Land and Buildings

Housing land and buildings are stated at cost. The cost is the purchase price plus any incidental costs of acquisition. Housing properties in the course of construction are stated at cost and are transferred into housing property when completed.

2.7 Depreciation Tangible Assets

2.7.1 Housing Land and Buildings

Depreciation is provided on the cost of the freehold buildings, excluding land, less any SHG which the freehold building has, or will, qualify for. Depreciation is charged on that proportion of freehold property which does not qualify for SHG at a rate of 2% per annum.

2.7.2 Leasehold Property

Depreciation is charged over the length of the lease on a straight line basis.

2.7.3 Fixtures and Fittings

Fixtures and fittings are written down at 20% per annum on the reducing balance basis.

2.8 Future Cyclical and Major Repairs

Due to the number of properties held and the establishment of regular programmes of repairs and maintenance, the Society does not operate a cyclical maintenance reserve but makes budget provision for future works and charges actual costs incurred to the Income and Expenditure Account.

2.9 Operating Leases

Costs in respect of operating leases are charged on a straight line basis.

2.10 Corporation Tax and VAT

The Society has charitable status and is exempt from Corporation Tax on the income it receives. The Society is not registered for VAT. Accordingly no VAT is charged to residents, and expenditure in the Income and Expenditure Account includes the relevant VAT.

2.11 Pensions

The Society operates a UK-based defined contribution pension scheme. The assets of the scheme are held separately from those of the Society.

The Society's pension costs in the year amounted to £1,055.

ABBNEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2004 - continued
3 Turnover

	2004	2003
	£	£
Income from lettings and service charges	1,142,275	1,156,458
Less Voids	(71,143)	(135,333)
	<u>1,071,132</u>	<u>1,021,125</u>

4 Other Income

	£	£
Rents Receivable	0	1,500
Legacies	2,000	19,531
Donations	<u>1,721</u>	<u>2,028</u>
	<u>3,721</u>	<u>23,059</u>

5 Turnover, Operating Costs and Operating Surplus/(Deficit)

	2004			2003		
	Turnover	Operating Costs	Surplus/(Deficit)	Turnover	Operating Costs	Surplus/(Deficit)
	£	£	£	£	£	£
Trading:						
Very Sheltered Housing	571,020	498,599	72,421	550,487	474,837	75,650
Residential Home	494,742	460,624	34,118	445,406	480,479	(35,073)
Help at Home Service	5,370	10,045	(4,675)	25,232	34,957	(9,725)
Trading	<u>1,071,132</u>	<u>969,268</u>	<u>101,864</u>	<u>1,021,125</u>	<u>990,273</u>	<u>30,852</u>
Other Income:						
Rents Receivable	0			1,500		
Legacies	2,000			19,531		
Donations	<u>1,721</u>			<u>2,028</u>		
	<u>3,721</u>		<u>3,721</u>	<u>23,059</u>		<u>23,059</u>
Operating	<u>1,074,853</u>	<u>969,268</u>	<u>105,585</u>	<u>1,044,184</u>	<u>990,273</u>	<u>53,911</u>

6 Operating Surplus/(Deficit)

	2004	2003
	£	£
Operating Surplus/(Deficit) is stated after charging:		
Auditors' remuneration (incl VAT)		
In their capacity as auditors	3,500	3,800
In respect of other services	3,067	5,093
Depreciation	53,170	48,360
Operating Lease Rentals - Buildings	13,500	13,500
- Others	<u>2,334</u>	<u>2,110</u>

ABBNEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 SEPTEMBER 2004 - continued

7 Tangible Fixed Assets**Freehold Housing Properties**

£

Cost

Balance at 1 October 2003	3,222,664
Additions during the year	0
Balance at 30 September 2004	<u>3,222,664</u>

Social Housing Grant

Balance at 1 October 2003	1,195,325
Received during year	0
Balance at 30 September 2004	<u>1,195,325</u>

Depreciation

Balance at 1 October 2003	329,578
Charge for the year	42,882
Balance at 30 September 2004	<u>372,460</u>

Net Book Value

As at 30 September 2004 - including Leasehold - nil	<u>1,654,879</u>
As at 30 September 2003 - including Leasehold - nil	<u>1,679,761</u>

Fixtures and Fittings**Cost**

Balance at 1 October 2003	227,395
Additions during the year	11,969
Disposals during the year	(1,522)
Balance at 30 September 2004	<u>237,842</u>

Depreciation

Balance at 1 October 2003	182,811
Charge for the year	11,288
Disposals during the year	(1,405)
Balance at 30 September 2004	<u>192,694</u>

Net Book Value

As at 30 September 2004	<u>45,148</u>
As at 30 September 2003	<u>44,584</u>

ABBEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

NOTES TO THE ACCOUNTS**FOR THE YEAR ENDED 30 SEPTEMBER 2004 - continued****8 Debtors**

	2004	2003
	£	£
Prepayments and accrued income	<u>39,006</u>	<u>27,660</u>
All debtors fall due within the year		

9 Creditors: Amounts falling due within one year

	2004	2003
	£	£
Mortgage Loans	26	421
Bank Loans	39,393	22,741
Taxes and Social security	1,834	1,114
Recycled Capital Grant Fund	58,131	28,551
Other Creditors and Accruals	<u>53,739</u>	<u>24,721</u>
	<u>153,123</u>	<u>77,548</u>

10 Creditors: Amounts falling due after more than one year

	2004	2003
	£	£
Housing Mortgage Loans	17,934	18,062
Bank Loan	489,606	511,885
Recycled Capital Grant Fund	0	<u>29,580</u>
	<u>507,540</u>	<u>559,527</u>

11 Borrowings: Analysis of maturity of debt

	2004	2003
	£	£
In less than one year	39,419	23,165
Between one and two years	22,771	80,997
Between two and five years	68,323	68,304
After five years	<u>416,446</u>	<u>438,774</u>
	<u>546,959</u>	<u>611,240</u>

12 Housing Property Finance

The Housing Mortgage and the Bank Loan are secured by charges on the Society's freehold land and buildings.

Instalments on the Housing Corporation loan of £17,960 fall to be repaid by 31st August 2053 with interest at 8.75% per annum.

ABBEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

NOTES TO THE ACCOUNTS**FOR THE YEAR ENDED 30 SEPTEMBER 2004 - continued****12 Housing Property Finance - continued**

A 'Treasury Loan' was granted by Barclays Bank for a 25 year term from February 2002, with interest charged at 1.5% above LIBOR. The amount outstanding at 30 September 2004 was £528,999. (September 2003 - £534,626).

Barclays Bank have charges over properties 222/224 Redland Road and 43, 45, 47 and 49 Westbury Road, Bristol

13 Operating Lease Commitments falling due within one year

	Leasehold Buildings		Others	
	2004	2003	2004	2003
	£	£	£	£
Operating leases which expire:				
Between 2 and 5 years	13,500	13,500	2,825	2,110

14 Reserve Policy

In view of the size of the Accumulated Income & Expenditure Account the Trustees do not consider it necessary to set aside any part to a General Reserve.

15 Employee Information

	2004	2003
The average number of persons employed during the year (full time equivalents) was:		
House and Care Staff	32	29
Administration	3	3
Total	<u>35</u>	<u>32</u>
Staff costs (for the above staff)	2004	2003
	£	£
Wages and Salaries	438,431	399,852
Social Security costs	29,279	24,118
Other Pension costs	<u>1,055</u>	<u>2,112</u>
Total	<u>468,765</u>	<u>426,082</u>

ABBNEYFIELD BRISTOL SOCIETY

(Limited by Guarantee)

NOTES TO THE ACCOUNTS**FOR THE YEAR ENDED 30 SEPTEMBER 2004 - continued****15 Employee Information - continued****Directors Emoluments**

	2004	2003
	£	£
Remuneration paid to the Senior Executive/Company Secretary was:		
Salary	32,648	31,696
Pension Contributions	<u>834</u>	<u>834</u>
	<u>33,482</u>	<u>32,530</u>

The number of directors who received emoluments in the following ranges was:

Nil (including Chairman but excluding other unpaid Trustees)	1	1
£30,001 - £35,000 (Senior Executive)	1	1

16 Payments to Trustees and Committee Members

	2004	2003
	£	£
Expenses paid to Trustees who were not employees of the Society	440	496
Expenses paid to Committee Members	<u>119</u>	<u>214</u>

17 Capital Commitments and Contingent Liabilities

There were no capital commitments, either contracted or authorised but not contracted, or any contingent liabilities at either 30 September 2004 or 30 September 2003.

18 Accommodation Units

The Society had the following bed spaces available for occupation:

	2004	2003
Very Sheltered	55	56
Registered Residential Care	<u>24</u>	<u>25</u>
Total	<u>79</u>	<u>81</u>