

Registered number 00940932
Charity number 258238

THE ABBEYFIELD KIDDERMINSTER SOCIETY LIMITED
(A company limited by guarantee)

UNAUDITED

TRUSTEES REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2009



THE ABBEYFIELD KIDDERMINSTER SOCIETY LIMITED
(A company limited by guarantee)

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THE ABBEYFIELD KIDDERMINSTER SOCIETY LIMITED
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

Trustees

J L Brame
J K Norbury
R E McCotter
J R Perrin

Company registered number

00940932

Charity registered number

258238

Registered office

17 Birmingham Road
Kidderminster
Worcestershire
DY10 2BX

Company secretary

J L Brame

Accountants

Horwath Clark Whitehill LLP
Foley House
123 Stourport Road
Kidderminster
Worcestershire
DY11 7BW

Bankers

Barclays Bank PLC
66 Oxford Street
Kidderminster
Worcestershire
DY10 1BL

THE ABBEYFIELD KIDDERMINSTER SOCIETY LIMITED
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TRUSTEES' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2009

The Trustees (who are also directors of the charity for the purposes of the Companies Act) submit their annual report and the financial statements of The Abbeyfield Kidderminster Society (the charity) for the year ended 30 September 2009. The reference and administrative details set out on page 1 forms part of this report. The Trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

a CONSTITUTION

The charity is registered as a charitable company limited by guarantee and was set up and is constituted under a Memorandum of Association dated 21 October 1968.

b METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association. One trustee retires each year, by rotation, but may be re-elected.

c ORGANISATIONAL STRUCTURE AND DECISION MAKING

A voluntary management committee (comprising chairman, vice-chairman, secretary, treasurer and trustees) is responsible for the running of the Society. The management committee delegates the financial management, budgetary and cash control to the treasurer (a trustee) and the operational management to the administrator (appointed by the trustees), both of whom are supported by other committee members and trustees.

d RELATED PARTY RELATIONSHIPS

The charity is affiliated to The Abbeyfield Society.

e. RISK MANAGEMENT

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to manage exposure to such risks.

Objectives and Activities

a POLICIES AND OBJECTIVES

The charity's objectives and policies are:

- (1) To provide care in housing and support for older people who no longer choose to live alone
- (2) To ensure that Abbeyfield House is a focal point for goodwill and neighbourliness

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2009

b ACTIVITIES FOR ACHIEVING OBJECTIVES

The Society provides a unique blend of housing with care which gives importance to the independence of residents – through practical involvement in the life of their community and through independence over decisions affecting their lives

This Abbeyfield House offers very sheltered accommodation for up to nine residents in the Wyre Forest area. It offers comfortable en-suite rooms and the residents are provided with a cooked mid-day meal and lighter evening meal. They prepare their own breakfasts. All rooms have fitted carpets and curtains and the building is centrally heated. There are three employees plus relief staff. The running costs of the establishment are met by the fees payable by the residents.

There have been no changes in the objectives since the last annual report.

In setting the Charity's policy and planning its activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

a. REVIEW OF ACTIVITIES

During the year the Society continued to operate to all the principles set out in the Abbeyfield Standard.

The House continues to be fully staffed, and we are able to report a continued close working relationship with the Supporting People Team.

A full schedule of maintenance of the building continued to be accomplished.

The regular interest mornings have continued with many visitors being welcomed to Abbeyfield House.

Financial review

a RESERVES POLICY

In order to maintain an adequate level of free reserves to cover the loss of residential fee income that might occur during periods when rooms are vacant, and also to cover unforeseen costs, the Trustees aim to achieve and maintain liquid assets (represented by net assets other than tangible fixed assets) equivalent to 8 months residential fee income.

b Review for year

The financial results show a loss for the first time in many years. This was due only to the loss of income from vacant rooms. Costs were well controlled. However, surpluses retained from previous years as a result of the Reserves Policy are more than adequate to absorb this loss and to ensure the current financial stability of the Home.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2009

Plans for the future

a. FUTURE DEVELOPMENTS

A modest increase in fees will be implemented in March 2010 to bring them in line with charges made by other Abbeyfield houses. This is to ensure that anticipated cost increases should be absorbed provided a satisfactory level of occupancy is achieved. The Trustees will strenuously continue their efforts to recruit new residents.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also directors of The Abbeyfield Kidderminster Society for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

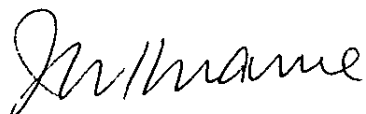
Company and charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- 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 charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 22 February 2010 and signed on its behalf, by



J L Brame

THE ABBEYFIELD KIDDERMINSTER SOCIETY LIMITED
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**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

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

I report on the financial statements of the charity for the year ended 30 September 2009 which are set out on pages 6 to 14

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

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

- examine the financial statements under section 43 of the Act,
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the Act, and
- state whether particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER'S REPORT

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

INDEPENDENT EXAMINER'S STATEMENT

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached

Signed

Dated *24 February 2010*

HELEN DREW

Horwath Clark Whitehill LLP
Foley House
123 Stourport Road
Kidderminster
Worcestershire
DY11 7BW

THE ABBEYFIELD KIDDERMINSTER SOCIETY LIMITED
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**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

	Note	Unrestricted Funds 2009 £	Total Funds 2008 £
INCOMING RESOURCES			
Incoming resources from generated funds			
Donations, legacies and similar incoming resources	2	900	2,995
Investment income	3	1,260	3,314
Incoming resources from charitable activities	4	51,925	74,569
		<u>54,085</u>	<u>80,878</u>
TOTAL INCOMING RESOURCES			
RESOURCES EXPENDED			
Charitable activities - residential care	9	66,574	76,683
Governance costs	5	2,426	2,634
		<u>69,000</u>	<u>79,317</u>
TOTAL RESOURCES EXPENDED			
NET INCOMING RESOURCES / (RESOURCES EXPENDED) BEFORE REVALUATIONS		(14,915)	1,561
Loss on revaluations of fixed assets for the charity's own use	12	(1,140)	-
		<u>(16,055)</u>	<u>1,561</u>
NET MOVEMENT IN FUNDS FOR THE YEAR			
<i>Total funds at 1 October 2008</i>		350,108	348,547
TOTAL FUNDS AT 30 SEPTEMBER 2009		<u>334,053</u>	<u>350,108</u>

The Statement of Financial Activities includes all gains and losses recognised in the year

The notes on pages 8 to 14 form part of these financial statements

THE ABBEYFIELD KIDDERMINSTER SOCIETY LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 00940932

BALANCE SHEET
AS AT 30 SEPTEMBER 2009

	Note	2009 £	2008 £
FIXED ASSETS			
Tangible fixed assets	12	284,972	288,690
CURRENT ASSETS			
Debtors	13	624	3,894
Cash at bank		52,741	59,924
		<u>53,365</u>	<u>63,818</u>
CREDITORS amounts falling due within one year	14	<u>(4,284)</u>	<u>(2,400)</u>
NET CURRENT ASSETS		<u>49,081</u>	<u>61,418</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>334,053</u></u>	<u><u>350,108</u></u>
CHARITY FUNDS			
Unrestricted funds	15	<u>334,053</u>	<u>350,108</u>
		<u><u>334,053</u></u>	<u><u>350,108</u></u>

The Trustees consider that the charity 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 Trustees acknowledge their responsibilities for ensuring that the charity 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 charity as at 30 September 2009 and of its loss 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 charity.

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

The financial statements were approved by the Trustees on 22 February 2010 and signed on their behalf, by

J. L. Brame
Chairman



The notes on pages 8 to 14 form part of these financial statements

THE ABBEYFIELD KIDDERMINSTER SOCIETY LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Act 2006.

1.2 Company status

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 1. 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.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Charitable activities include costs of services, support costs and depreciation on related assets. Governance costs are those associated with constitutional and statutory requirements.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

1 ACCOUNTING POLICIES (continued)

1.6 Tangible fixed assets and depreciation

No depreciation is provided in respect of freehold land and buildings. Where buildings are maintained to such a standard that their residual value is not less than their cost or valuation, depreciation is not material.

The freehold land and buildings are carried at valuation. In accordance with Financial Reporting Standard 15 such valuations are updated every 5 years.

Fixed assets are reviewed annually by the directors for impairment.

Tangible fixed assets are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	-	0%	straight line
Furniture, fittings and equipment	-	15%	straight line

2. DONATIONS, LEGACIES AND SIMILAR INCOMING RESOURCES

	Unrestricted Funds 2009 £	<i>Total Funds 2008 £</i>
Donations	<u>900</u>	<u>2,995</u>

3 INVESTMENT INCOME

	Unrestricted Funds 2009 £	<i>Total Funds 2008 £</i>
Interest received	<u>1,260</u>	<u>3,314</u>

4 ACTIVITIES IN FURTHERANCE OF THE CHARITY'S OBJECTS

	Unrestricted Funds 2009 £	<i>Total Funds 2008 £</i>
Residential fees	<u>51,925</u>	<u>74,569</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

5 GOVERNANCE COSTS

	Unrestricted Funds 2009 £	Total Funds 2008 £
Accountants' fees	1,106	1,121
Travelling expenses	81	158
Affiliation fees	1,239	1,355
	<u>2,426</u>	<u>2,634</u>

6. DIRECT COSTS

	Residential care £	Total 2009 £	Total 2008 £
Food and housekeeping	6,885	6,885	9,101
Insurance	1,560	1,560	1,431
Repairs and renewals - internal	1,646	1,646	3,490
Service fees	375	375	1,541
Staff welfare and leisure	98	98	133
Gardening and cleaning windows	651	651	601
Council tax and water	1,479	1,479	1,441
Residents' alarms	976	976	1,332
Light and heat	8,211	8,211	4,278
Refurbishment of building	-	-	2,200
Wages and salaries	34,942	34,942	35,893
National insurance	1,601	1,601	1,618
Redundancy costs	-	-	4,371
Depreciation	2,927	2,927	2,893
	<u>61,351</u>	<u>61,351</u>	<u>70,323</u>

7. SUPPORT COSTS

	Residential care £	Total 2009 £	Total 2008 £
Telephone, postage and office supplies	662	662	639
Advertising	390	390	1 290
Sundries	261	261	291
Administrative assistance	3,910	3,910	4,140
	<u>5,223</u>	<u>5,223</u>	<u>6,360</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

8 ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff costs 2009 £	Depreciation 2009 £	Other costs 2009 £	Total 2009 £	Total 2008 £
Residential care	36,543	2,927	27,104	66,574	76,683
Governance	-	-	2,426	2,426	2,634
	<u>36,543</u>	<u>2,927</u>	<u>29,530</u>	<u>69,000</u>	<u>79,317</u>

9. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES

	Activities undertaken directly 2009 £	Support costs 2009 £	Total 2009 £	Total 2008 £
Residential care	61,351	5,223	66,574	76,683

10. NET INCOMING RESOURCES / (RESOURCES EXPENDED)

This is stated after charging

	2009 £	2008 £
Depreciation of tangible fixed assets - owned by the charity	2,927	2,893
Redundancy costs	-	4,371
Accountants' fees	1,106	1,121

During the year, no Trustees received any remuneration (2008 - £NIL)

During the year, no Trustees received any benefits in kind (2008 - £NIL)

Mr J K Norbury received £122 of reimbursed expenses (2008 - £136)

Mr J L Brame received £26 of reimbursed expenses (2008 - £55)

Mrs R McCotter received £35 of reimbursed expenses (2008 - £NIL)

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

11 STAFF COSTS

Staff costs were as follows

	2009 £	2008 £
Wages and salaries	34,942	35,893
National insurance	1,601	1,618
Redundancy costs	-	4,371
	<u>36,543</u>	<u>41,882</u>

The average monthly number of during the year was as follows

	No	No
Carers	<u>3</u>	<u>3</u>

No employee received remuneration amounting to more than £60,000 in either year

12. TANGIBLE FIXED ASSETS

	Freehold land and buildings £	Furniture, fittings and equipment £	Total £
Cost or valuation			
At 1 October 2008	276,140	32,692	308,832
Additions	-	349	349
Disposals	-	(330)	(330)
Revaluation deficit	(1,140)	-	(1,140)
	<u>275,000</u>	<u>32,711</u>	<u>307,711</u>
At 30 September 2009			
Depreciation			
At 1 October 2008	-	20,142	20,142
Charge for the year	-	2,927	2,927
On disposals	-	(330)	(330)
	<u>-</u>	<u>22,739</u>	<u>22,739</u>
At 30 September 2009			
Net book value			
At 30 September 2009	<u>275,000</u>	<u>9,972</u>	<u>284,972</u>
At 30 September 2008	<u>276,140</u>	<u>12,550</u>	<u>288,690</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

12. TANGIBLE FIXED ASSETS (continued)

Cost or valuation at 30 September 2009 is as follows

	Land and buildings £
At cost	86,866
At valuation.	
September 2009 on the basis of present day market value	188,134
	275,000

The freehold property was revalued on 30 September 2009 by Phipps & Pritchard, chartered surveyors on the basis of present day market value, and this produced a deficit of £1,140. The next valuation will be carried out on 30 September 2014.

If the land and buildings had not been included at valuation they would have been included under the historical cost convention as follows

Depreciation is not provided as the trustees are of the opinion that the buildings are well maintained and any such charge would not be material. Annual impairment reviews are carried out.

	2009 £	2008 £
Cost	86,866	86,866
Accumulated depreciation	-	-
Net book value	86,866	86,866

13. DEBTORS

	2009 £	2008 £
Other debtors	624	3,894

14. CREDITORS

Amounts falling due within one year

	2009 £	2008 £
Social security and other taxes	1,475	-
Other creditors	2,809	2,400
	4,284	2,400

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2009**

15. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Gains/ (Losses) £	Carried Forward £
Unrestricted funds					
General Funds	350,108	54,085	(69,000)	(1,140)	334,053

SUMMARY OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Gains/ (Losses) £	Carried Forward £
General funds	350,108	54,085	(69,000)	(1,140)	334,053

16 TAXATION

In the opinion of the trustees, all income of the charity is outside the scope of income tax and corporation tax