

Company Number 995212  
Charity Number 261970  
Housing Corporation Number H1470

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THE ABBEYFIELD (CHALFONTS)  
SOCIETY LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED  
31 MARCH 2008

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(Limited by guarantee and not having a share capital)**

**Company Number**

995212

**Registered Charity Number**

261970

**Housing Corporation Number**

H1470

**Executive Committee**

Mrs M Leegood	Chairman
Mr P Degen	Secretary
Mrs M Young	
Mr J G Roberts	Treasurer
Mr D Ayres-Regan	
Mr H Lambert	(appointed 10 May 2007)

**Registered Office**

56 School Lane  
Chalfont St Peter  
Bucks SL9 9BB

**Bankers**

National Westminster Bank Plc  
Gerrards Cross Branch  
44 Packhorse Road  
Gerrards Cross  
Bucks  
SL9 8EA

**Auditors**

Cansdales  
Chartered Accountants & Registered Auditors  
Bourbon Court  
Nightingales Corner  
Little Chalfont  
Bucks HP7 9QS

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(Limited by guarantee and not having a share capital)**

**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2008**

	<b>Page</b>
Report of the Executive Committee	1 – 2
Independent Auditor's Report to the Members	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6 – 10

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The following page does not form part of the statutory financial statements -

Detailed Income and Expenditure Account	11
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**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
(Limited by guarantee and not having a share capital)

**REPORT OF THE EXECUTIVE COMMITTEE  
FOR THE YEAR ENDED 31 MARCH 2008**

The Executive Committee present the financial statements for the year ended 31 March 2008

**Activity**

The principal activity of the Society continues to be that of providing accommodation for lonely and elderly people in accordance with the aims and principles of The Abbeyfield Society Limited. The results for the year are set out in the Income and Expenditure Account.

**Status**

The Society is incorporated under the Companies Act 1985 as a company limited by guarantee. The Society is also a registered charity and registered under the Housing Act 1974.

**Executive Committee**

The Executive Committee, who are directors of the Society under company law and Trustees under Charity Law, and who served during the year were as stated on the company information page. The company has no share capital however the Executive Committee members are all members of the company. Under the Articles of Association, the serving Executive Committee may appoint additional Committee Members at any time.

**Our Property**

In the opinion of the Committee the market value of freehold land and buildings is in the region of £1m.

**Review of the Year**

The Abbeyfield Society at Chalfont St Peter has had a very difficult year for two principal reasons. The year started with a shortage of residents which continued virtually all year incurring a severe loss of income. Also a mains water leak was detected at some late stage in the grounds near the house (the water meter is outside the property grounds). In addition to the repair costs, a use of water charge of £4,600 was incurred. Because of the additional costs capital was used and so reduced the interest received. Some unavoidable restructuring also caused an increase in expenses.

**Insurance**

The Society has directors and officers' liability insurance for all the Committee members in relation to the Society's affairs.

**Methods of appointments of Executive Committee members and organisational structure**

New members are appointed by the existing Executive Committee. Trustees receive a role outline in addition to a personalised induction from other Committee members relevant to the role. The Executive Committee jointly makes decisions affecting the Society and those decisions are recorded in meeting minutes.

**Future Plans**

The Executive Committee do not envisage major changes to the operating strategy in the coming year.

**Responsibilities of the Executive Committee**

Company law requires the Executive Committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Society. In preparing these financial statements the Executive Committee is required to -

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the Society will continue in business.

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(Limited by guarantee and not having a share capital)**

**REPORT OF THE EXECUTIVE COMMITTEE (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2008**

**Responsibilities of the Executive Committee (continued)**

The Executive Committee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Society and to ensure that the financial statements comply with the Companies Act 1985. They are responsible for safeguarding the assets of the Society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Executive Committee is aware

There is no relevant audit information of which the Society's auditors are unaware, and

The Executive Committee have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**Reserves Policy**

It is the policy of the Society to maintain unrestricted funds not designated or invested in tangible fixed assets ("the free reserves") of the Society, at a level which equates to approximately three months unrestricted expenditure for management and administration costs. These were maintained throughout the year under review. The Executive Committee review the policy annually.

**Risk Management**

The Executive Committee have conducted a review of the major risks to the work of the Society and of the controls and procedures in place to mitigate them. These procedures will be periodically reviewed to ensure that they still meet the need of the Society.

**Auditor**

In accordance with section 385(2) of the Companies Act 1985 a resolution proposing the re-appointment of Cansdales as auditors will be put to the Annual General Meeting.

**Special exemptions**

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**BY ORDER OF THE EXECUTIVE COMMITTEE**

**P L DEGEN - Secretary**

Date 17 July 2008  
 56 School Lane  
 Chalfont St Peter  
 Bucks SL9 9BB

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS'  
FOR THE YEAR ENDED 31 MARCH 2008**

We have audited the financial statements of The Abbeyfield (Chalfonts) Society Limited for the accounting year ended 31 March 2008 which comprise the Income and Expenditure Account, Balance Sheet, and the related notes numbered 1 to 15. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the Society's members as a body, in accordance with section 235 of the Companies Act 1985 and the Accounting Requirements for Registered Social Landlords General Determination 2006. Our audit work has been undertaken so that we might state to the members those matters we are required to state to them in an auditor's 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 Society and the Society's members as a body, for our audit work, for this report, or for the opinions we have formed.

**RESPECTIVE RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE AND THE AUDITORS**

As described on pages 1 to 2, the Executive Committee are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

It is our responsibility to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and comply with section 235 of the Companies Act 1985 and the Accounting Requirements for Registered Social Landlords General Determination 2006. We also report to you whether, in our opinion, the information contained in the Executive Committee Report is consistent with the financial statements. In addition, we report to you, if in our opinion, the Society 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 concerning members' remuneration and transactions with the Society is not disclosed.

We read the Executive Committee report and consider the implications for our report if we become aware of any apparent misstatements within it.

**BASIS OF AUDIT OPINION**

We conducted our audit in accordance with International Standards of Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Executive Committee in the preparation of the financial statements, 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 financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements. We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard – Provisions Available for Small Entities, in the circumstances set out in note 15 to the financial statements.

**OPINION**

In our opinion, the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the Society's affairs as at 31 March 2008 and of the income and expenditure for the year then ended, and comply with section 235 of the Companies Act 1985 and the Accounting Requirements for Registered Social Landlords General Determination 2006 and the information given in the Report of the Executive Committee is consistent with the financial statements for the year ended 31 March 2008.

Date: 21 July 2008  
Bourbon Court  
Nightingales Corner  
Little Chalfont  
Bucks  
HP7 9QS

CANSDALES  
Chartered Accountants  
& Registered Auditors

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(limited by guarantee and not having a share capital)**

**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2008**

	<b>Note</b>	<b>2008</b>	<b>2007</b>
		<b>£</b>	<b>£</b>
Turnover	14	100,878	122,371
Operating costs	13	<u>(155,296)</u>	<u>(127,140)</u>
Operating Deficit	14	(54,418)	(4,769)
Interest received		4,155	5,062
<b>Surplus/(Deficit) for the year</b>		<u>(50,263)</u>	<u>293</u>
<b>Revenue Surplus/(Deficit) for the year</b>	8	<u><u>(£50,263)</u></u>	<u><u>£293</u></u>

All the Registered Social Landlord's activities are classed as continuing

The movements on reserves are shown in note 8 to the financial statements

There were no recognised gains or losses other than the result for the year

M Leegood (Chairman)

P Degen (Secretary)

J G Roberts (Treasurer)

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(limited by guarantee and not having a share capital)**

**BALANCE SHEET**  
**AT 31 MARCH 2008**

	Note	2008		2007	
		£	£	£	£
<b>Tangible Fixed Assets</b>	4		143,913		152,112
<b>Current Assets</b>					
Debtors	5	1,910		1,394	
Cash at bank and in hand		<u>71,317</u>		<u>115,215</u>	
		73,227		116,609	
Creditors: Amounts falling due within one year	6	<u>6,884</u>		<u>8,202</u>	
<b>Net Current Assets</b>			<u>66,343</u>		<u>108,407</u>
<b>Total Assets less Current Liabilities</b>			<u>£210,256</u>		<u>£260,519</u>
<b>Capital &amp; Reserves</b>					
Contribution made by members	7		11		11
Revenue reserve	8		180,245		230,508
Designated reserves	8		<u>30,000</u>		<u>30,000</u>
			<u>£210,256</u>		<u>£260,519</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies

These financial statements were authorised and approved by the Executive Committee on 17 July 2008

M Leegood (Chairman)

P Degen (Secretary)

J G Roberts (Treasurer)



**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(Limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2008**

**1 Accounting Policies**

**(a) BASIS OF ACCOUNTING**

The financial statements are prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Companies Act 1985 and The Accounting Requirements for Registered Social Landlords General Determinations 2006, and the Statement of Recommended Practice – Accounting by Registered Social Landlords Update 2005. A summary of the significant accounting policies is set out below.

**(b) SOCIAL HOUSING GRANTS**

Social Housing Grants (SHG) are recognised when receivable. Where the developments have been financed wholly or partly by SHG the cost of those developments has been reduced by the amount of the grant received. Where SHG is received on items treated as revenue expenditure, e.g. elements of major repair expenditure, it is treated as a revenue grant and credited to the income and expenditure account. If housing properties are disposed of, the SHG attributable to the properties is either repayable to the Housing Corporation or held in a Recycled Capital Grant Fund or Disposal Proceeds Fund which is the case in most circumstances. Deducting grants from the cost of fixed assets contravenes the Companies Act 1985 but is necessary to give a true & fair view.

**(c) TURNOVER**

Turnover represents rental and service charge income receivable, donations and revenue grants, all turnover is recognised on a receivable basis.

**(d) TANGIBLE FIXED ASSETS**

Tangible fixed assets are stated at cost less depreciation. Housing, land and buildings are stated at development cost funded with SHG or under earlier funding arrangements. Such cost includes the cost of acquiring land and buildings, development expenditure, interest charged on mortgage loans raised to finance the scheme up to the date of completion and amounts equal to acquisition and development allowances receivable.

**(e) DEPRECIATION**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life as disclosed below:

Fixtures and fittings	-	20% per annum on cost
Major building fixtures	-	5% per annum on cost
Freehold Buildings	-	2% per annum on cost

Freehold land is not depreciated.

Items of fixtures and fittings are only capitalised where the individual purchase price exceeds £500.

**(f) STOCKS**

Stocks are stated at the lower of cost and net realisable value, and represent catering supplies.

**(g) PENSION**

The Society operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the Society. The annual contributions payable are charged to the Income and Expenditure account.

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
 (Limited by guarantee and not having a share capital)

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2008**

(h) EXPENSES

Resources expended are accounted for on an accruals basis, inclusive of irrecoverable VAT

(i) FUNDS ACCOUNTING

**Funds held by the Society are**

*Unrestricted general funds* – these are funds which can be used in accordance with the Society's objects at the discretion of the Executive Committee

*Designated funds* – these are funds set aside by the Executive Committee out of unrestricted general funds for specific future purposes or projects

The nature and purpose of each fund is explained further in note 8

(j) MAJOR REPAIRS

Major repairs expenditure of a capital nature is capitalised, non capital expenditure is reflected in the income and expenditure account together with any related grant funding

(k) WORKS TO EXISTING HOUSING PROPERTIES

Any works which do not result in an enhancement of economic benefits of a property are charged to the Income and Expenditure account. This includes expenditure incurred to ensure that the property can maintain its existing level of net rental income or the standard of performance anticipated when the asset was first acquired or constructed or last replaced

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2008**

<b>2. Operating Surplus</b>	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
This is stated after charging		
Auditors' remuneration	2,922	3,061
Depreciation	8,199	8,281

<b>3 Employees</b>	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Salaries and wages	48,316	39,275
Social Security costs	3,260	2,077
Pension costs	136	300

The average number of persons employed by Society during the year expressed as full time equivalents was

2	2
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The average monthly number of employees, including part time employees

4	4
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<b>4 Fixed Assets</b>			<b>Major</b>	
	<b>Freehold</b>	<b>Fixtures</b>	<b>Buildings</b>	<b>TOTAL</b>
	<b>Property</b>	<b>&amp; Fittings</b>	<b>Fixtures</b>	
<b>COST</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 April 2007	158,931	59,178	124,063	342,172
Additions	-	-	-	-
At 31 March 2008	158,931	59,178	124,063	342,172

**DEPRECIATION**

At 1 April 2007	14,048	58,640	62,770	135,458
Charge for the year	1,756	538	5,905	8,199
At 31 March 2008	15,804	59,178	68,675	143,657

**SOCIAL HOUSING GRANT**

At 1 April 2007 and 31 March 2008	29,809	-	24,793	54,602
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**NET BOOK VALUE**

At 31 March 2008	113,318	-	30,595	143,913
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**NET BOOK VALUE**

At 31 March 2007	115,074	538	36,500	152,112
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**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2008**

	2008	2007
	£	£
<b>5 Debtors</b>		
Prepayments	1,910	1,394
	<u>£1,910</u>	<u>£1,394</u>

	2008	2007
	£	£
<b>6 Creditors: Amounts falling due within one year</b>		
Other creditors	-	-
Accruals	6,884	8,202
	<u>£6,884</u>	<u>£8,202</u>

The average number of days between receipt and payment of purchase invoices is 7 (2007 7 days)

**7 Contribution made by Members**

The Society is a company limited by guarantee and not having a share capital. The liability of each member is limited to a £1 contribution.

<b>8. Reconciliation of Capital and Reserves</b>	Revenue Reserve	Major Repairs Reserve	Share Capital	Total
	£	£	£	£
At 1 April 2007	230,508	30,000	11	260,519
Surplus for year	(50,263)	-	-	(50,263)
At 31 March 2008	<u>£180,245</u>	<u>£30,000</u>	<u>£11</u>	<u>£210,256</u>

The Major Repairs Reserve is intended to provide a reserve for major repairs expenditure.

**9. Capital Commitments**

There were no capital commitments at 31 March 2008 (2007 £NIL).

**10. Contingent Liabilities**

There were no contingent liabilities at 31 March 2008 (2007 £NIL).

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
(limited by guarantee and not having a share capital)

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2008**

**11 Payments to Committee Members and Transactions with Connected Parties**

No amounts have been paid as fees, remuneration or expenses, nor any gifts or benefits provided to members of the Executive Committee or officers of the Society who were not employed, with the exception of out of pocket expenses amounting to £610 (2007 £1,039)

**12 Housing Stock**

Units in Management  
2008 2007

Number of bedspaces

11 11

**13 Operating Costs from Lettings**

2008 2007  
£ £

Housing Accommodation (11 units)

Services	115,992	100,888
Management	7,362	10,827
Routine maintenance	16,782	10,328
Major Repairs	15,160	5,097

£155,296 £127,140

**14 Turnover, Operating Surplus/(Deficit) for the year**

	Turnover	2008 Operating Costs	Operating Surplus/(Deficit)	Turnover	2007 Operating Costs	Operating (Deficit)
	£	£	£	£	£	£
Income and expenditure from lettings						
Housing Accommodation	99,848	(155,296)	(55,448)	122,278	(127,140)	(4,862)
Other income and expenditure	1,030	-	1,030	93	-	93
Total	£100,878	(£155,296)	(£54,418)	£122,371	(£127,140)	(£4,769)

**Turnover from Housing Accommodation**

	2008 £	2007 £
Residents charges receivable	149,388	129,299
Losses from voids/vacancies	(48,672)	(7,021)
	£99,848	£122,278

**15 Disclosure of Relevant Circumstances**

In common with many other businesses of our size and nature, we use our auditors to assist with the preparation of the financial statements

**THE ABBEYFIELD (CHALFONTS) SOCIETY LIMITED**  
**(limited by guarantee and not having a share capital)**

**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2008**

	2008		2007	
	£	£	£	£
<b>INCOME</b>				
Residential charges		99,848		122,278
Other income		1,030		93
Bank interest received		<u>4,155</u>		<u>5,062</u>
<b>Total net income</b>		105,033		127,433
<b>EXPENDITURE</b>				
<b>Management expenses</b>				
Insurance	2,502		1,829	
Affiliation fee	(828)		4,200	
Audit and accountancy fees	2,922		3,061	
Secretarial and postage	284		322	
Committee expenses	610		1,039	
Advertising	1,872		276	
Donations	-		<u>100</u>	
		7,362		10,827
<b>Routine maintenance</b>		16,782		10,328
<b>Major Repairs</b>		15,160		5,097
<b>Service costs</b>				
Employee costs	51,576		41,352	
Pension costs	136		300	
Food costs	20,358		18,390	
Cleaning costs	2,055		1,346	
Garden maintenance	4,473		4,607	
Rates	4,918		5,731	
Light and heat	14,731		12,286	
Telephone	295		543	
Miscellaneous	8,393		5,607	
Residents events	858		2,445	
Depreciation	<u>8,199</u>		<u>8,281</u>	
		<u>115,992</u>		<u>100,888</u>
		<u>155,296</u>		<u>127,140</u>
<b>Surplus/(Deficit)</b>		<u>(£50,263)</u>		<u>£293</u>