

Registered number: 00632263
Charity number: 206449

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018



THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

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THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

Trustees

E P Morgan
M Belford (resigned 8 November 2018)
M Morgan
D Bambridge
A J Renton
G Fieldwick (appointed 8 November 2018)

Company registered number

00632263

Charity registered number

206449

Registered office

103 Long Road
Canvey Island
Essex
SS8 0JB

Independent auditors

Haslers
Chartered Accountants
Old Station Road
Loughton
Essex
IG10 4PL

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2018

The Trustees present their annual report together with the audited financial statements for the 1 October 2017 to 30 September 2018. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 2015) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Structure, governance and management

a. Constitution

The company is registered as a charitable company limited by guarantee governed by its Memorandum and Articles of Association. The charity was incorporated on 9th July 1959. It is a registered charity with the Charity Commission. The company is also a registered Housing Corporation.

The charity is also a company limited by guarantee and has no share capital. It is a registered charity with the Charity Commission. The company is also a registered Housing Corporation.

The charity is a company limited by guarantee and has no share capital. It is also registered with the Charity Commission and with the Housing Corporation as a Registered Social Landlord as defined by schedule 1 to the Housing Act 1996. The society is wholly engaged in housing activities as defined in the Act.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

E P Morgan
M Belford (resigned 8 November 2018)
M Morgan
D Bambridge
A J Renton
G Fieldwick (appointed 9 November 2018)

b. Method of appointment or election of Trustees

All new trustees are appointed by existing committee members after consultation and deliberation.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

c. Policies adopted for the induction and training of Trustees

New trustees undergo an induction session. The existing committee brief them on their responsibilities and the philosophy of the charity. New trustees are given an introductory pack containing copies of key policies and procedures.

The board of trustees, which can have up to 50 members, administers the charity. The committee meets regularly to discuss matters.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2018

The officers of the charity for the year ended 30th September 2018 were as follows:

Chair:	Mr A J Renton
Treasurer:	Ms M Morgan
Secretary:	Ms M Belford (Resigned 8th November 2018)
Facilities manager:	Ms D Bambridge

d. Risk management

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

The trustees have a risk management strategy which comprises:

- An annual review of the risks that the charity may face;
- The establishment of systems and procedures to mitigate those risks identified in the plan;
- The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

Objectives and Activities

a. Principal activities

The principal activity of the charity is managing a home for elderly people at 103 Long Road, Canvey Island in accordance with the aims and principles of the Abbeyfield Society Limited. These activities fall wholly within the hostel housing activities defined in the Housing Act 1996 and section 17(5) of the Charities Act.

The Abbeyfield Canvey Island Society Limited is an independent society operating under the umbrella of The Abbeyfield Society.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The results for the year are set out in the income and expenditure account and the position at the end of the year is shown in the balance sheet. The committee consider that the state of affairs of the Society is satisfactory.

a. Review of activities

The home was not fully occupied throughout the year. The total voids for 2018 17.7% compared with 13.3% for 2017. However levels for the year are within the "normal" range for the charity.

Financial review

a. Going concern

The trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2018

b. Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to one year's expenditure. The trustees considers that reserves at this level with ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The society needs instant access to its reserves to meet ongoing liabilities. Cash balances are held in a bank current account and also a deposit account providing the highest possible return based on the funds invested. Some funds are also invested in a bond which gives a higher rate of interest.

c. Financial review

There has been a notable, but not significant, decrease in rental income for the year of £10,736 to £146,356 (2017: £157,092). This represents a decrease in income of 6.8% for the year as a result of the increase in voids in the year.

As always the Trustees are mindful of the need to minimise the voids in the year and maintain a full house. This is to provide the best quality of social life for the residents as much as it is for financial reasons. The Trustees take all possible steps to fill any empty rooms as soon as possible. To this end, a waiting list is maintained and potential residents and their families are encouraged to visit the house as soon as they express an interest in living here. Empty rooms are first notified to people on the waiting list, but of course care needs and circumstances can often change rapidly. Room vacancies are advertised locally if required. It is however acknowledged that to a certain extent room vacancies are inevitable and outside of the Trustees control.

The Trustees are aware that a small deficit of £10,809 (2017: £3,736 surplus) has been during the year. Throughout the year substantial improvements to the home have been funded by using the reserves generated in prior years. The full costs of these improvements have not been recognised in the income and expenditure account this year as many items have been capitalised with their cost being written off over their useful lifetime; the cost of additions being £19,859. General repair costs have remained very consistent with prior years; 2017: £14,694 (2017: £15,408).

The trustees are aware for the future regulatory requirement to disclose Value for Money Metrics and thus have given consideration to these by adopting this practice early.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2018

Value For Money Metrics

Metric 1 - Reinvestment %

Works to existing properties/housing properties at cost or valuation

	2018		2017	
Property improvements in year	<u>17,537.00</u>	=	<u>22,530.00</u>	=
Total property and improvements at cost	435,560.00		418,023.00	5%

Metric 2 - New supply delivered %

New units developed in year/existing units at year end

	2018		2017	
No. of rooms developed in year	<u>-</u>	=	<u>-</u>	=
No of rooms at year end	11.00		11.00	0%

it is not in the charity's plan or capability to increase the number of units offered. The house is of a fixed size and expansion is not practical or in the best interests of the residents. It is instead the charity's objective to continue to offer excellent accommodation and service at the current volume.

Metric 3 - Gearing %

(Short and long term loans- cash) + finance leases/property at cost

	2018		2017	
Loans and leases	<u>-</u>	=	<u>-</u>	=
Total property and improvements at cost	435,560.00		418,023.00	0%

The charity maintains reserves in line with its published policy and has a history of saving for future investments/improvements or utilising accumulated reserves for such purposes. Therefore it has not been deemed necessary to enter into debt.

Metric 4 - Earnings before Interest, tax, Depreciation, Major repairs included (EBITDA MRI) Interest cover

Operating surplus/deficit + interest+depn/interest payable

This is impossible to calculate as the charity has no interest payable as it is not in debt.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2018

Metric 5 - Headline social housing cost per unit

	2018	2017
Direct costs per accounts	142,274.50	139,516.00
Support costs per accounts	<u>15,927.40</u>	<u>14,754.00</u>
Expenditure on charitable activities per a/cs	158,201.90	154,270.00
Less depreciation included above	- 22,433.77	- 17,051.00
Capitalised repairs in year	<u>17,537.00</u>	<u>22,530.00</u>
Total costs	153,305.13	159,749.00
Number of units	<u>11</u>	<u>11</u>
Cost per unit	<u>13,936.83</u>	<u>14,522.64</u>

Metric 6 - Operating margin %

Operating surplus or deficit/turnover

	2018		2017	
Rental income-charitable costs	<u>-11,845.06</u>	=	<u>2,822.00</u>	=
Rental income	146,356.84	-8%	157,092.00	2%

Metric 7 - Return on capital employed (ROCE) %

Operating surplus or deficit/total assets less current liabilities

	2018		2017	
Rental income-charitable costs	<u>-11,845.06</u>	=	<u>2,822.00</u>	=
Total assets less current liabilities	289,303.35	-4%	300,111.00	1%

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 SEPTEMBER 2018

Trustees' responsibilities statement

The Trustees (who are also directors of The Abbeyfield Canvey Island Society Limited 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 law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees 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 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 accounting 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.


Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

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 13 March 2019 and signed on their behalf by:


.....
M Morgan
Trustee

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ABBEYFIELD CANVEY ISLAND
SOCIETY LIMITED**

Opinion

We have audited the financial statements of The Abbeyfield Canvey Island Society Limited (the 'charitable company') for the year ended 30 September 2018 set out on pages 11 to 23. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2018 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ABBEYFIELD CANVEY ISLAND
SOCIETY LIMITED**

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ABBEYFIELD CANVEY ISLAND
SOCIETY LIMITED**

Auditors' responsibilities for the audit of the financial statements

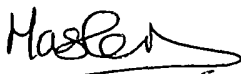
We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 charitable company and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



Haslers

Chartered Accountants
Statutory Auditor

Old Station Road
Loughton
Essex
IG10 4PL

13 March 2019

Haslers are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

	Note	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Income from:				
Donations and legacies	2	33	33	-
Charitable activities	3	146,356	146,356	157,092
Investments	4	905	905	914
Other income		100	100	-
Total income		147,394	147,394	158,006
Expenditure on:				
Charitable activities		158,202	158,202	154,270
Total expenditure	7	158,202	158,202	154,270
Net income / (expenditure) before other recognised gains and losses		(10,808)	(10,808)	3,736
Net movement in funds		(10,808)	(10,808)	3,736
Reconciliation of funds:				
Total funds brought forward		300,110	300,110	296,374
Total funds carried forward		289,302	289,302	300,110

The notes on pages 14 to 23 form part of these financial statements.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)
00632263

BALANCE SHEET
AS AT 30 SEPTEMBER 2018

	Note	£	2018 £	£	2017 £
Fixed assets					
Tangible assets	10		127,079		129,654
Investments	11		1		1
			<u>127,080</u>		<u>129,655</u>
Current assets					
Debtors	12	344		-	
Cash at bank and in hand		177,086		185,672	
		<u>177,430</u>		<u>185,672</u>	
Creditors: amounts falling due within one year	13	(15,207)		(15,216)	
Net current assets			<u>162,223</u>		<u>170,456</u>
Total assets less current liabilities			<u>289,303</u>		<u>300,111</u>
Creditors: amounts falling due after more than one year	14		(1)		(1)
Net assets			<u>289,302</u>		<u>300,110</u>
Charity Funds					
Unrestricted funds	15		289,302		300,110
Total funds			<u>289,302</u>		<u>300,110</u>

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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BALANCE SHEET (continued)
AS AT 30 SEPTEMBER 2018

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company 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. However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to small companies 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 and authorised for issue by the Trustees on 13 March 2019 and signed on their behalf, by:

.....
M Morgan

The notes on pages 14 to 23 form part of these financial statements.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018

1. Accounting Policies

1.1 Basis of preparation of financial statements

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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Abbeyfield Canvey Island 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018

1. Accounting Policies (continued)

1.5 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities incorporating Income and Expenditure Account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Land and buildings	-	25% straight line
Fixtures, fittings and equipment	-	15% reducing balance
Office equipment	-	25% reducing balance
Property Improvements	-	15% reducing balance

1.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities incorporating Income and Expenditure Account.

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.9 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

1. Accounting Policies (continued)

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.11 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 company and which have not been designated for other purposes.

2. Income from donations and legacies

	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Donations	33	33	-

3. Income from charitable activities

	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Rental income	177,740	177,740	179,840
Losses through voids	(31,384)	(31,384)	(22,748)
	<u>146,356</u>	<u>146,356</u>	<u>157,092</u>
Total 2017	<u>157,092</u>	<u>157,092</u>	

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

4. Investment income

	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Interest receivable	905	905	914
<i>Total 2017</i>	<i>914</i>	<i>914</i>	

5. Direct costs

	Activities £	Total 2018 £	Total 2017 £
Food and household sundries	11,430	11,430	13,761
Telephone charges	2,954	2,954	2,050
House cleaning and maintenance	4,059	4,059	4,206
Heating and lighting	5,281	5,281	4,928
Repairs and maintenance	14,694	14,694	15,408
Insurance	3,013	3,013	3,048
Rates and water	5,034	5,034	4,285
Staff training	-	-	8
Care line fees	1,429	1,429	2,858
Advertising	-	-	60
Other costs	4,069	4,069	3,526
Legal and professional	463	463	-
Wages and salaries	67,401	67,401	68,327
Depreciation	22,434	22,434	17,051
	142,261	142,261	139,516
<i>Total 2017</i>	<i>139,516</i>	<i>139,516</i>	

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

6. Support costs

	Activities £	Total 2018 £	Total 2017 £
Printing, postage and stationery	2,306	2,306	1,497
Legal and professional	1,775	1,775	1,756
Sundry expenses	1,106	1,106	1,119
Bank charges	106	106	175
Audit fees	3,959	3,959	3,720
Wages and salaries	6,689	6,689	6,487
	<u>15,941</u>	<u>15,941</u>	<u>14,754</u>
<i>Total 2017</i>	<u>14,754</u>	<u>14,754</u>	

7. Analysis of Expenditure by expenditure type

	Staff costs 2018 £	Depreciation 2018 £	Other costs 2018 £	Total 2018 £	Total 2017 £
Direct costs	74,090	22,434	61,679	158,203	154,270
<i>Total 2017</i>	<u>74,814</u>	<u>17,051</u>	<u>62,405</u>	<u>154,270</u>	

8. Net income/(expenditure)

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets:		
- owned by the charity	22,434	17,051
Auditors' remuneration - audit	<u>3,960</u>	<u>3,840</u>

During the year, no Trustees received any remuneration (2017 - £NIL).

During the year, no Trustees received any benefits in kind (2017 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2017 - £NIL).

THE ABBEYFIELD CANVEY ISLAND SOCIETY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018

9. Staff costs

Staff costs were as follows:

	2018	2017
	£	£
Wages and salaries	74,090	74,815

The average number of persons employed by the company during the year was as follows:

	2018	2017
	No.	No.
House staff	7	7
Office staff	1	1
	8	8

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

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

10. Tangible fixed assets

	Land and buildings £	Land and buildings SHG assisted scheme £	Fixtures, fittings and equipment £	Property improvements £	Total £
Cost					
At 1 October 2017	395,493	378	228,074	22,530	646,475
Additions	-	-	2,322	17,537	19,859
At 30 September 2018	395,493	378	230,396	40,067	666,334
Depreciation					
At 1 October 2017	395,493	345	120,983	-	516,821
Charge for the year	-	9	16,414	6,011	22,434
At 30 September 2018	395,493	354	137,397	6,011	539,255
Net book value					
At 30 September 2018	-	24	92,999	34,056	127,079
At 30 September 2017	-	33	107,091	22,530	129,654

11. Fixed asset investments

	Unlisted securities £
Historical cost	
At 1 October 2017 and 30 September 2018	1

At 1 October 2016 and 30 September 2017 the charity held a £1 investment in Abbeyfield Deben Extra Care Society Limited which relates to one share.

12. Debtors

	2018 £	2017 £
Prepayments and accrued income	344	-

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

13. Creditors: Amounts falling due within one year

	2018 £	2017 £
Trade creditors	796	1,182
Other taxation and social security	1,805	-
Other creditors	6,840	8,016
Accruals and deferred income	5,766	6,018
	<u>15,207</u>	<u>15,216</u>

14. Creditors: Amounts falling due after more than one year

	2018 £	2017 £
Bank loans	<u>1</u>	<u>1</u>

The creditor relates to an outstanding balance on the charity's mortgage with Santander Bank Plc and is held to facilitate deed retention.

15. Statement of funds

Statement of funds - current year

	Balance at 1 October 2017 £	Income £	Expenditure £	Balance at 30 September 2018 £
Unrestricted funds				
General Funds	<u>300,110</u>	<u>147,394</u>	<u>(158,202)</u>	<u>289,302</u>

Statement of funds - prior year

	Balance at 1 October 2016 £	Income £	Expenditure £	Balance at 30 September 2017 £
General Funds	<u>296,374</u>	<u>158,006</u>	<u>(154,270)</u>	<u>300,110</u>
Total of funds	<u>296,374</u>	<u>158,006</u>	<u>(154,270)</u>	<u>300,110</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	127,079	127,079
Fixed asset investments	1	1
Current assets	177,429	177,429
Creditors due within one year	(15,206)	(15,206)
Creditors due in more than one year	(1)	(1)
	<u>289,302</u>	<u>289,302</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2017 £	Total funds 2017 £
Tangible fixed assets	129,654	129,654
Fixed asset investments	1	1
Current assets	185,672	185,672
Creditors due within one year	(15,216)	(15,216)
Creditors due in more than one year	(1)	(1)
	<u>300,110</u>	<u>300,110</u>

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NOTES TO THE FINANCIAL STATEMENTS
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17. Related party transactions

During the year, trustee M Belford received £4,092 (2017: £3,925) in emoluments for secretarial services.