

Registered number: 00872566  
Charity number: 257532  
Homes England number: HO315

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
**(A COMPANY LIMITED BY GUARANTEE)**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2020**



**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

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**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**SOCIETY INFORMATION**

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<b>VICE PRESIDENTS</b>	M L Brooks M Dickman J Grenfell R H Nash
<b>DIRECTORS</b>	E Langston (Chair) S Touzel (Vice Chair) (resigned 12 March 2020) M D Innes G D M Oakhill (resigned 27 November 2019) H Richards (appointed 20 March 2020) A C Smith (appointed 12 March 2020) D F Wood (appointed 12 March 2020)
<b>CHIEF EXECUTIVE</b>	Ms F Stretton
<b>COMPANY SECRETARY</b>	Mrs F Meaking
<b>REGISTERED NUMBER</b>	00872566
<b>REGISTERED OFFICE</b>	29 Alma Vale Road Clifton Bristol BS8 2HL
<b>INDEPENDENT AUDITORS</b>	Bishop Fleming LLP Chartered Accountants & Statutory Auditors 10 Temple Back Bristol BS1 6FL
<b>SOLICITORS</b>	Cook & Co 77-81 Alma Road Clifton Bristol BS8 2DP

**ABBEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**BOARD REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

The Trustees present the Society's Annual Report for the year ended 30 September 2020 under the Companies Act 2006 and the Charities Act 2011, together with the audited financial statements for the year, and confirm the latter comply with the Companies Act 2006, the Statement of Recommended Practice for Social Housing Providers 2014, and the Company's Memorandum and Articles of Association.

**REFERENCE AND ADMINISTRATION INFORMATION**

Abbeyfield Bristol and Keynsham Society is a charitable company founded in 1966: Charity Registration Number 257532, Homes England Number HO315 and Company Registration Number 872566. The liability of its members is limited to £1 each by guarantee. The registered office and principal address of the Company is at 29 Alma Vale Road, Clifton, Bristol BS8 2HL.

**Trustee membership**

This is listed on page 1, together with details of the key executives and professional advisers.

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

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The company is governed by its Memorandum and Articles of Association dated 1 March 1966.

**Governing body**

Under the Memorandum and Articles of Association, there are to be not less than 3 and not more than 18 Trustees.

We were very sorry to lose Sara Touzel who resigned as vice chair and a trustee of the society. She made a significant contribution to the society as we transitioned to larger houses from the much smaller dwellings we had previously. As a solicitor we are extremely grateful to her for the expert advice she was able to give to the society. She will be greatly missed.

Trustees (other than any ex officio members), deemed to have appropriate skills and abilities, are elected by existing Trustees of the Society and ratified by Members of the Company at the Annual General Meeting. They serve a term of 3 years, after which they may be re-elected.

We are very pleased to welcome three new trustees who bring with them a wealth of experience. Hayley Richards, a doctor, has recently retired from the NHS. Ann Smith has a great deal of experience running supported living establishments and Doug Wood brings expert knowledge of the property sector having set up and run his own property company in Bristol. We believe the appointment of these three individuals compliments the experience of our existing trustees.

**COVID 19**

As everyone will be aware the whole country has been affected by the worldwide Covid 19 pandemic. Unfortunately this has also adversely affected the society and impacted our results. This is discussed in more detail in the section on Financial Performance. During the first lockdown the trustees met on a weekly basis to ensure that they were kept informed of developments and to lend support to our staff. Our management have strived to make life as comfortable as possible for our residents during this very testing time. We have implemented strict infection control to address the risk of Covid within our homes. Very early on we secured supplies of PPE when many were unable to do so. We built summer houses in our gardens to facilitate relatives coming to see residents. As soon as was possible residents and staff were vaccinated to reduce the risk within our homes. Sadly we did have an outbreak of Covid in our Redland Road house. This was brought in to the home by a carer of one of our residents. In total five people were diagnosed with Covid and sadly one person died from the disease shortly after his 100th birthday.

We would like to express our thanks to all our staff who have helped so much over this period.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**BOARD REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**Trustee training**

Our Society's activities are continually under review and form the basis of the development plan. Trustees have looked at a number of issues including an audit of Trustee skill sets and a robust programme of recruitment of new Trustees. There is a defined procedure for the recruitment and induction of proposed Trustees, which follows the Charity Commission's guidelines, as outlined in 'The Essential Trustee: What You Need to Know'.

**Organisational management**

The Trustees meet regularly during the year to determine general policy and review its overall management and control, for which they are legally responsible. The Trustees set up sub committees as necessary, with responsibility for specific areas. Sub committees are not decision making bodies, but report and make recommendations to the wider board of Trustees. Decisions relating to the everyday running of the Society are delegated to the Chief Executive.

**Group structure and relationship**

Abbeyfield Bristol and Keynsham Society's core aim is to provide the highest standards of accommodation and support for our elderly residents, at a price which is affordable and inclusive. We hold the National Abbeyfield Society's Core Standard which is recognised by the Ministry of Housing, Communities and Local Government, and the Local Authorities in whose areas it works (ie. Bristol, South Gloucestershire and Bath & North East Somerset).

**Risk Management**

The Trustees identify and continually monitor risks faced by the Society, and record these in the Risk Register. These are reviewed at least annually and systems are in place to mitigate their impact.

**OBJECTS, AIMS, OBJECTIVES AND PRINCIPAL ACTIVITY**

The Trustees maintain the objects established when the Society was founded in 1966, which are contained in the Memorandum and Articles of Association.

To ensure this, the Trustees meet regularly to assess occupancy levels, income and expenditure and to regularly review operations. The Chief Executive presents a detailed report at each meeting, and interim reports as required.

The Trustees have considered the Charity Commission's guidance on public benefit and are satisfied that our Society's aims and the activities carried out to deliver those aims are for the public benefit.

**Strategic aim and intended effects**

Our purpose is to provide affordable Supported Housing for older people who require an element of extra support, to enable them to live independent lives, irrespective of their financial resources.

**Objectives for the year**

To maintain the highest standards of accommodation and support for our residents, and to review regularly our existing housing stock.

**Principal activity**

The provision of Supported Housing for older people in the Bristol, South Gloucestershire and Bath & North East Somerset areas.

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**Grant making**

As a Society, it is our policy that we would not turn anyone away on the grounds of inability to afford the fees. Three residents were subsidised by the Society during the year and a further three were given a free week.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**BOARD REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**Investment performance**

The sum of £2,921 was received in interest, which is an increase of £388 on the previous year (2019:£2,533).

**Volunteers**

We gratefully acknowledge the breadth of commitment of our volunteers on the House Committees and on the Board of Trustees, from day to day help to specific tasks, and for invaluable professional advice & assistance.

**FINANCIAL REVIEW AND RESULTS FOR THE YEAR**

During this financial year, Abbeyfield Bristol and Keynsham Society posted an operating deficit of £39,180 and a deficit after net interest costs of £40,715. Turnover decreased by £13,172 to £1,844,045. This financial year has proved extremely difficult due to the restrictions arising from Covid and we fully expect the results for the coming year to be much worse. Whilst the previous year had seen a reduction in our voids to levels not experienced in recent years it is regrettable that they have now increased to an all time high. At the year end voids were 19 and they have now risen to 24.

We are currently reviewing our marketing plans to address the voids. We expect to see an uptake in viewings as we roll out these new initiatives.

The Supreme Court recently ruled on the appeal brought by UNISON with regard to back-pay for night staff. Fortunately their unanimous decision agreed with the High Court and consequently any right to back-pay has been dismissed.

Our Chief Executive applies a robust and ongoing programme of cost management across all aspects of the Society, tasking the house managers with effective cost control. This will be vigorously pursued in the current financial year as we look to save costs to mitigate the impact COVID 19 has had on our revenues.

Operating costs were marginally higher than our budget but this was due to expenses incurred on the purchase of PPE and other costs associated with the pandemic.

The Chief Executive was also successful in securing a substantial reduction in membership fees from the Abbeyfield Society.

Donations received in the year totalled £50.

The Trustees are of the opinion that the market value of the land and buildings owned by the Society is in excess of book value, and is further increased by on-going refurbishment work and upgrading of facilities in all houses.

At the end of the financial year, the Society held cash resources of £808,866. Surplus funds are invested in interest bearing deposits with a number of providers.

A financial plan has been agreed for the next year, and the areas of main focus will be addressing our voids and continued tight cost control.

**Reserves Policy**

Our policy is to retain such reserves as in our judgement are adequate to cover:

- day-to-day operational expenditure, for which the current policy is to hold cash to cover 3 months' expenditure, which in 2019/2020 equated to £426,000.
- funding for identified development projects and repairs to the housing property portfolio;
- a small reserve for unexpected items. However, the gearing of the Society would permit appropriate borrowing to cover the majority of eventualities.

The Society holds only unrestricted reserves. The balance held at 30th September 2020 was £5,572,394 of which £633,473 are regarded as free reserves after allowing for funds tied up in tangible fixed assets net of associated grants and borrowings.

**ABBEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**BOARD REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**Value for money**

The Society is charged with the responsibility for providing and demonstrating that it does offer value for money. The Society views value for money achievement as being the optimal balance between financial performance and the provision of a quality service that results in a high level of resident satisfaction. The Society monitors financial and operational performance monthly and benchmarks itself both within the National Abbeyfield Society but also externally.

**Value for Money Metrics**

In response to the Regulator of Social Housing Technical note of April 2018 the Society now reports on the Value for Money metrics. There are 7 metrics covered by this technical note.

**Metric 1 – Reinvestment %**

This metric looks at the investment in properties (existing stock as well as New Supply) as a percentage of the value of total properties held.

The Society metric for reinvestment is 0.1% (2019 - 0.6%).

**Metric 2 – New supply delivered %**

The new supply metric sets out the number of new social housing and non-social housing units that have been acquired or developed in the year as a proportion of total social housing units and non-social housing units owned at period end.

No new supply has been delivered in the year of either social housing or non-social housing.

**Metric 3 – Gearing %**

This metric assesses how much of the adjusted assets are made up of debt and the degree of dependence on debt finance.

The gearing of the Society is negative at -8.2% (2019 - negative at -6.3%).

**Metric 4 – Earnings Before Interest, Tax, Depreciation, Amortisation, Major Repairs Included (EBITDA MRI) Interest Cover %**

The EBITDA MRI interest cover measure is a key indicator for liquidity and investment capacity.

The EBITDA MRI interest cover is 2,200% (2019 - 3,359%).

**Metric 5 – Headline social housing cost per unit**

The unit cost metric assesses the headline social housing cost per unit as defined by the Regulator.

The headline social housing cost per unit is £19,201 (2019 - £18,065).

**Metric 6 – Operating Margin %**

The Operating Margin demonstrates the profitability of operating assets before exceptional expenses are taken into account.

The operating margin of the Society for its social housing lettings is -3.9% (2019 - 4.4%).

The operating margin of the Society as a whole is -2.1% (2019 - 4.3%).

**Metric 7 – Return on capital employed (ROCE) %**

This metric compares the operating surplus to total assets less current liabilities.

For the Society as a whole this is -0.4% (2019 - 0.9%).

**Governance and financial viability**

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The Society complies with the principal recommendations of the 2015 National Housing Federation Code of Practice and also the Governance and Financial Viability Standard published by the Homes and Communities Agency insofar as it applies to organisations of the size of this one.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**BOARD REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**Investment policy and objectives**

Our reserves are represented by buildings, equipment and current assets. Our cash reserves are maintained on short and longer term objectives. It is our policy to place funds to maximum advantage.

**FUTURE PLANS**

Trustee recruitment and succession planning will be high on our agenda in the coming year, to ensure sustainability and succession planning.

We will continue to look closely at our existing housing stock. We have an ongoing programme of upgrading and improving all our facilities, to ensure that they are fit for the future and appeal to increasingly discerning prospective residents.

We plan to investigate in much greater detail feasibility studies which have been undertaken on one of our houses, and to consider all options to ensure sustainability.

We continue to look at development opportunities in the area. The Chief Executive is active within the West Division of Abbeyfield and works collaboratively with several other societies.

Marketing activity will be sustained and will evolve to ensure that void levels are kept to a minimum. We regularly refresh our marketing strategy and initiatives, and are confident that the most effective channels are in use. This is kept under constant review, however.

The finances of the Society are strong, and we will continue to monitor and manage costs across the board. The Society is in a robust position both financially and operationally to meet the challenges which may lie ahead.

**Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing the Board Report and financial statements in accordance with applicable law and regulations.

Company law and registered social housing legislation require the Trustees to prepare financial statements for each financial year. Under that legislation the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law, the 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 our Society and of our income and expenditure for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are also responsible for keeping adequate accounting records, which disclose with reasonable accuracy at any time the financial position of our Society and enable us to ensure that the financial statements comply with the Companies Act 2006, the Housing and Regeneration Act 2008 and The Accounting Direction for Private Registered Providers of Social Housing in England 2015. They are also responsible for safeguarding the assets of our Society and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

As far as the Trustees are aware:

- there is no relevant audit information of which our auditors are unaware; and
- the Trustees have taken all necessary steps to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.



**ABBEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**BOARD REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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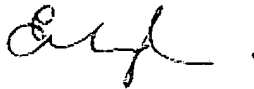
**Auditors**

The auditors, Bishop Fleming LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

**Small company provisions**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the Board and signed on their behalf by:



Mr E Langston  
Chair of Trustees

Date 25 June 2021

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS, AS A BODY, OF ABBNEYFIELD BRISTOL AND  
KEYNSHAM SOCIETY**

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**OPINION**

We have audited the financial statements of Abbeyfield Bristol and Keynsham Society (the 'Society') for the year ended 30 September 2020, which comprise the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Cash Flows, the Statement of Changes in Reserves and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Society's affairs as at 30 September 2020 and of 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 Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2015.

**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 Society 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 Society'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.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS, AS A BODY, OF ABBNEYFIELD BRISTOL AND  
KEYNSHAM SOCIETY (CONTINUED)**

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**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, except to the extent otherwise explicitly stated in our report, 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.

**OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Board Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Board Report has been prepared in accordance with applicable legal requirements.

**MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

In the light of the knowledge and understanding of the Society and its environment obtained in the course of the audit, we have not identified material misstatements in the Board Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Board Report and from the requirement to prepare a Strategic Report.

In addition, we have nothing to report in respect of the following matter where the Housing and Regeneration Act 2008 requires us to report to you if, in our opinion:

- a satisfactory system of control over transactions has not been maintained.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS, AS A BODY, OF ABBNEYFIELD BRISTOL AND  
KEYNSHAM SOCIETY (CONTINUED)**

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**RESPONSIBILITIES OF TRUSTEES**

As explained more fully in the Statement of Trustees' Responsibilities on page 8, the Trustees 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 Society'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 Society or to cease operations, or have no realistic alternative but to do so.

**AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' Report.

**USE OF OUR REPORT**

This report is made solely to the Society's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and section 137 of the Housing and Regeneration Act 2008. Our audit work has been undertaken so that we might state to the Society'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 Society and the Society's members, as a body, for our audit work, for this report, or for the opinions we have formed.



David Butler FCA DChA (Senior Statutory Auditor)  
for and on behalf of  
**Bishop Fleming LLP**  
Chartered Accountants  
Statutory Auditors  
10 Temple Back  
Bristol  
BS1 6FL  
Date: 30 June 2021

**ABBEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

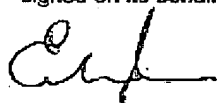
**STATEMENT OF COMPREHENSIVE INCOME (INCLUDING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

	Note	2020 £	2019 £
Turnover	4	1,844,045	1,857,217
Operating costs		(1,913,430)	(1,778,163)
<b>GROSS (DEFICIT)/ SURPLUS</b>	4	<b>(69,385)</b>	79,054
Other operating income	6	30,205	211
<b>OPERATING (DEFICIT)/SURPLUS</b>	9	<b>(39,180)</b>	79,265
Interest receivable and similar income	7	2,921	2,533
Interest payable and expenses	8	(4,456)	(5,403)
<b>(DEFICIT)/SURPLUS</b>		<b>(40,715)</b>	76,395

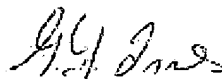
There were no recognised gains and losses for 2020 or 2019 other than those included in the statement of comprehensive income (including income and expenditure account).

There was no other comprehensive income for 2020 (2019: £NIL).

The financial statements were approved and authorised for issue by the board on 25 June 2021 and signed on its behalf by:



Mr E Langston  
Chair



Mr M Innes

The notes on pages 15 to 25 form part of these financial statements.


**ABBEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REGISTERED NUMBER: 00872566**

**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 SEPTEMBER 2020**

	Note	2020 £	2019 £
<b>FIXED ASSETS</b>			
Tangible assets	12	8,192,080	8,393,609
<b>CURRENT ASSETS</b>			
Debtors: amounts falling due within one year	13	48,112	36,162
Cash at bank and in hand		808,866	696,967
		<u>856,978</u>	<u>733,129</u>
Creditors: amounts falling due within one year	14	(247,170)	(189,761)
<b>NET CURRENT ASSETS</b>		<u>609,808</u>	<u>543,368</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>8,801,888</u>	<u>8,936,977</u>
Creditors: amounts falling due after more than one year	15	(3,229,494)	(3,323,868)
<b>NET ASSETS</b>		<u><u>5,572,394</u></u>	<u><u>5,613,109</u></u>
<b>CAPITAL AND RESERVES</b>			
Income and expenditure reserve	18	5,572,394	5,613,109
		<u><u>5,572,394</u></u>	<u><u>5,613,109</u></u>

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

The financial statements were approved and authorised for issue by the Board and were signed on its behalf by:



Mr E Langston  
Chair



Mr M Innes

Date: 20 June 2021

The notes on pages 15 to 25 form part of these financial statements.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF CHANGES IN RESERVES  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

	<b>Income and expenditure reserve</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
At 1 October 2018	5,536,714	5,536,714
<b>COMPREHENSIVE INCOME FOR THE YEAR</b>		
Surplus for the year	76,395	76,395
	<hr/>	<hr/>
At 1 October 2019	5,613,109	5,613,109
<b>COMPREHENSIVE INCOME FOR THE YEAR</b>		
Deficit for the year	(40,715)	(40,715)
	<hr/>	<hr/>
<b>AT 30 SEPTEMBER 2020</b>	<b>5,572,394</b>	<b>5,572,394</b>
	<hr/>	<hr/>

The notes on pages 15 to 25 form part of these financial statements.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

	2020 £	2019 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Surplus/(deficit) for the financial year	(40,715)	76,395
<b>ADJUSTMENTS FOR:</b>		
Depreciation of tangible assets	212,977	218,433
Interest paid	4,457	5,403
Interest received	(2,921)	(2,533)
(Increase)/decrease in debtors	(11,950)	7,568
(Decrease) in creditors	(13,280)	(51,444)
<b>NET CASH GENERATED FROM OPERATING ACTIVITIES</b>	<b>148,568</b>	<b>253,822</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of tangible fixed assets	(11,448)	(49,751)
Interest received	2,921	2,533
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(8,527)</b>	<b>(47,218)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Repayment of loans	(23,596)	(23,595)
Repayment of other loans	(89)	(82)
Interest paid	(4,457)	(5,403)
<b>NET CASH USED IN FINANCING ACTIVITIES</b>	<b>(28,142)</b>	<b>(29,080)</b>
<b>INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>111,899</b>	<b>177,524</b>
Cash and cash equivalents at beginning of year	696,967	519,443
<b>CASH AND CASH EQUIVALENTS AT THE END OF YEAR</b>	<b>808,866</b>	<b>696,967</b>
<b>CASH AND CASH EQUIVALENTS AT THE END OF YEAR COMPRISE:</b>		
Cash at bank and in hand	808,866	696,967
	<b>808,866</b>	<b>696,967</b>

The notes on pages 15 to 25 form part of these financial statements.



**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**1. GENERAL INFORMATION**

Abbeyfield Bristol and Keynsham Society is a company limited by guarantee, having no share capital, and with solely charitable objectives. It is registered as a company in England & Wales (No. 872566).

The Society is also registered as a Charity (No. 257532) and registered with the Homes & Communities Agency as a provider of social housing (No. H0135) as defined by the Housing and Regeneration Act 2008.

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

The Society constitutes a public benefit entity as defined by FRS 102.

**2. ACCOUNTING POLICIES**

**2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland, the Statement of Recommended Practice (SORP) for Social Housing Providers 2014, and with the Accounting Direction for Private Registered Providers of Social Housing in England 2015. The financial statements are also prepared under the requirements of the Housing and Regeneration Act 2008 and the Companies Act 2006.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgment in applying the Society's accounting policies (see note 3).

The following principal accounting policies have been applied:

**2.2 GOING CONCERN**

At the balance sheet date the charity had net current assets of £609,808 and the trustees are not aware of any indication that sufficient funds will not be available to meet all ongoing activities of the charity.

The trustees are aware of global impact that the COVID-19 outbreak has had. The trustees do not consider that this will affect the Charities ability to meet its liabilities as they fall due.

The financial statements have therefore been prepared on a going concern basis.

**2.3 TURNOVER**

Turnover is measured at the fair value of the consideration received or receivable. The policies adopted for the recognition of turnover are as follows:

Turnover represents rental and service charges income receivable in the year net of rent and service charge losses from voids, revenue grants from the government (local authorities) and the Homes and Communities Agency.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**2. ACCOUNTING POLICIES (continued)**

**2.4 GOVERNMENT GRANTS**

Grants are accounted under the accruals model as permitted by FRS 102. Grants relating to expenditure on tangible fixed assets are credited to profit or loss at the same rate as the depreciation on the assets to which the grant relates. The deferred element of grants is included in creditors as deferred income.

Grants of a revenue nature are recognised in the Statement of Comprehensive Income in the same period as the related expenditure.

**2.5 TANGIBLE FIXED ASSETS**

Tangible fixed assets (including social housing properties) are stated at cost or value when gifted less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended such as the cost of acquiring land and buildings, development costs, interest charges on loans during the development period and expenditure on improvements. Expenditure on improvements will only be capitalised when it results in incremental future benefits such as increasing rental income, reducing maintenance costs or resulting in a significant extension of the useful economic life of the property.

Land is not depreciated

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

Properties:	-	
- Roofing	-	2% per annum
- Windows/doors, kitchens, bathrooms	-	5% per annum
- Lifts	-	7% per annum
- Main fabric of properties	-	1% per annum
Motor vehicles	-	25% reducing balance basis
Fixtures and fittings	-	20% reducing balance basis

Housing properties under construction are not depreciated until they are in use.

Major components of housing properties, such as roofing, windows/doors, kitchens, bathrooms and lifts have been accounted for and depreciated separately from the connected housing property, over their expected useful economic lives and are included in social housing property.

The useful economic lives of all tangible fixed assets are reviewed annually.

**2.6 DEBTORS AND CREDITORS RECEIVABLE / PAYABLE WITHIN ONE YEAR**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the Statement of Comprehensive Income in other administrative expenses.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**2. ACCOUNTING POLICIES (continued)**

**2.7 PROVISIONS**

Provisions are recognised when the Registered Provider (RP) has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

Provisions for cyclical maintenance or major works to existing stock are not made unless they represent commitments or obligations at the Balance Sheet date where there is no discretion to avoid or delay the expenditure.

*Recycled Capital Grants Fund*

Capital grants can be recycled under certain conditions, if a property is sold, or if another relevant event takes place. Recycled grants can be used for projects approved by the Homes and Communities Agency (HCA) and they are credited to the Recycled Capital Grant Fund within liabilities.

In certain circumstances, such as the sale of housing properties, capital grants may be repayable, and, in that event, is subordinated to the repayment of other loans by agreement with the HCA. It is accounted for as soon as the liability arises within creditors: amounts falling due within one year.

**2.8 LEASES**

Rentals paid under operating leases are charged to profit or loss on a straight line basis over the lease term.

**2.9 EMPLOYEE BENEFITS**

The RP operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

**2.10 RESTRICTED RESERVES**

Restricted reserves are those reserves which are only expendable in accordance with the wishes of the funder or regulatory body. Restricted reserves include funds raised in response to a specific appeal. Revenue and expenditure cannot be directly set against restricted reserves but is taken through the statement of comprehensive income and then a transfer to restricted reserves is made as appropriate.

**2.11 FINANCIAL INSTRUMENTS**

The Society only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to related parties and investments in ordinary shares.

Debt instruments (other than those wholly repayable or receivable within one year), including loans and other accounts receivable and payable, are initially measured at present value of the future cash flows and subsequently at amortised cost using the effective interest method. Debt instruments that are payable or receivable within one year, typically trade debtors and creditors, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received. However, if the arrangements of a short-term instrument constitute a financing transaction, like the payment of a trade debt deferred beyond normal business terms or in case of an out-right short-term loan that is not at market rate, the financial asset or liability is measured, initially at the present value of future cash flows discounted at a market rate of interest for a similar debt instrument and subsequently at amortised cost, unless it qualifies as a loan from a director in the case of a small company, or a public benefit entity concessionary loan.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**2. ACCOUNTING POLICIES (continued)**

**2.11 FINANCIAL INSTRUMENTS (CONTINUED)**

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of Comprehensive Income.

**3. JUDGMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION  
UNCERTAINTY**

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include the useful economic lives used by the Society in respect of tangible fixed assets. The related depreciation rates used are set out in the accounting policies, including the rates used for the major components of housing properties. These estimates are the best estimate based on past experience of similar assets and expected performance and are regularly reviewed to ensure they remain appropriate.

**4. SOCIAL HOUSING TURNOVER AND COSTS**

	2020 £	2019 £
Gross social housing rent	2,058,922	1,973,513
Voids	(285,793)	(191,499)
Resident subsidies	(3,793)	(2,282)
Other income from residents	4,454	6,795
<b>Net rent receivable</b>	<b>1,773,790</b>	<b>1,786,527</b>
Capital grant income (through accruals model)	70,255	70,690
<b>Turnover</b>	<b>1,844,045</b>	<b>1,857,217</b>
Social housing activity expenditure	(1,913,430)	(1,778,163)
<b>Net (deficit)/surplus from social housing activities</b>	<b>(69,385)</b>	<b>79,054</b>

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**5. ACCOMMODATION UNITS**

The Society owned the following bed spaces available for occupation and in development:

	2020 No	2019 No
<b>Social Housing Lettings</b>		
Supported sheltered	89	89

**6. OTHER OPERATING INCOME**

	2020 £	2019 £
Donations	50	211
Covid Job Retention Scheme income and other related grants	30,155	-
	<b>30,205</b>	<b>211</b>

**7. INTEREST RECEIVABLE**

	2020 £	2019 £
Bank interest receivable	2,921	2,533

**8. INTEREST PAYABLE AND SIMILAR EXPENSES**

	2020 £	2019 £
Bank interest payable	2,950	3,889
Other loan interest payable	1,506	1,514
	<b>4,456</b>	<b>5,403</b>

**9. SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES**

The surplus/(deficit) on ordinary activities is stated after charging:

	2020 £	2019 £
Depreciation of tangible fixed assets	212,977	218,433
Operating lease rentals	19,135	19,135

**ABBEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**10. AUDITORS' REMUNERATION**

	2020 £	2019 £
Fees payable to the Society's auditor for the audit of the Society's annual financial statements	<u>3,410</u>	<u>3,410</u>
Fees payable to the Society's auditor in respect of all other services	<u>3,121</u>	<u>2,110</u>

**11. STAFF COSTS AND BOARD AND KEY MANAGEMENT PERSONNEL REMUNERATION**

The average number of employees, including members of the executive team, calculated on a full time equivalent basis was 39 employees (2019 - 35). The average headcount was 60 (2019 - 59).

There are no employees who received more than £60,000 remuneration.

The Chief Executive is an ordinary member of the Society's defined contribution pension scheme.

The total remuneration (including employers pension and national insurance contributions) for key management personnel amounted to £190,180 (2019 - £177,674).

The highest paid director, as defined in the Accounting Direction 2015, received £48,036 (2019 - £46,637) remuneration (excluding pension contributions). No other directors received remuneration during the year.

During the year, no remuneration was paid to Trustees.

Expenses paid to Trustees of the Society amounted to £Nil (2019 - £Nil).

**ABBAYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**12. TANGIBLE FIXED ASSETS**

	Social housing property £	Motor vehicles £	Fixtures and fittings £	Total £
<b>COST</b>				
At 1 October 2019	10,110,213	23,156	356,649	10,490,018
Additions	8,448	-	3,000	11,448
At 30 September 2020	<u>10,118,661</u>	<u>23,156</u>	<u>359,649</u>	<u>10,501,466</u>
<b>DEPRECIATION</b>				
At 1 October 2019	1,821,051	7,772	267,586	2,096,409
Charge for the year on owned assets	190,929	3,846	18,202	212,977
At 30 September 2020	<u>2,011,980</u>	<u>11,618</u>	<u>285,788</u>	<u>2,309,386</u>
<b>NET BOOK VALUE</b>				
At 30 September 2020	<u>8,106,681</u>	<u>11,538</u>	<u>73,861</u>	<u>8,192,080</u>
At 30 September 2019	<u>8,289,162</u>	<u>15,384</u>	<u>89,063</u>	<u>8,393,609</u>

The net book value of properties used to secure the loans detailed in note 15 was £2,060,344 (2019: £2,109,693).

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**13. DEBTORS**

	2020 £	2019 £
Trade debtors	19,934	8,177
Other debtors	265	265
Prepayments and accrued income	27,913	27,720
	<u>48,112</u>	<u>36,162</u>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Bank loans	23,595	23,595
Mortgage loan	70	70
Trade creditors	88,764	59,485
Other taxation and social security	15,950	13,939
Other creditors	16,450	16,438
Accruals	102,341	76,234
	<u>247,170</u>	<u>189,761</u>

**15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	2020 £	2019 £
Bank loans	106,180	129,775
Mortgage loan	17,078	17,167
Deferred grant income	3,106,236	3,176,926
	<u>3,229,494</u>	<u>3,323,868</u>

	2020 £	2019 £
<b>Deferred grant income</b>		
Balance at 1 October	3,176,926	3,247,616
Grants received	-	-
Amortisation	(70,690)	(70,690)
<b>Balance at 30 September</b>	<u>3,106,236</u>	<u>3,176,926</u>



**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
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**16. LOANS**

Analysis of the maturity of loans is given below:

	2020 £	2019 £
<b>AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
Bank loans	23,595	23,595
Mortgage loan	70	70
	<u>23,665</u>	<u>23,665</u>
<b>AMOUNTS FALLING DUE 1-2 YEARS</b>		
Bank loans	23,595	23,595
Mortgage loan	70	70
	<u>23,665</u>	<u>23,665</u>
<b>AMOUNTS FALLING DUE 2-5 YEARS</b>		
Bank loans	70,785	70,785
Mortgage loan	210	210
	<u>70,995</u>	<u>70,995</u>
<b>AMOUNTS FALLING DUE AFTER MORE THAN 5 YEARS</b>		
Bank loans	11,800	35,395
Mortgage loan	16,798	16,887
	<u>28,598</u>	<u>52,282</u>
	<u><u>146,923</u></u>	<u><u>170,607</u></u>

**Secured loans**

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

The Mortgage Loan is repayable in instalments up to 31 August 2053, with interest at 8.75% per annum. The amount outstanding at 30 September 2020 was £17,148 (2019: £17,237). The lender has charges over the property at 43 Westbury Road and land at Home Farm Way, Bristol.

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 2020 was £129,775 (2019: £153,370). Barclays Bank has charges over properties 43, 45, 47 and 49 Westbury Road, Bristol.

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**17. FINANCIAL INSTRUMENTS**

	2020 £	2019 £
<b>FINANCIAL ASSETS</b>		
Financial assets that are debt instruments measured at amortised cost	<u>829,484</u>	<u>705,409</u>
<b>FINANCIAL LIABILITIES</b>		
Financial liabilities measured at amortised cost	<u>(337,506)</u>	<u>(306,326)</u>

Financial assets measured at at amortised cost comprise trade debtors, other debtors and cash.

Financial liabilities measured at amortised cost comprise trade creditors, accruals and loans.

**18. RESERVES**

**Other reserves**

The Income and Expenditure reserve includes all current and prior period retained surpluses and deficits.

**19. COMPANY STATUS**

The Society is a company limited by guarantee. The liability of each of the members is limited to £1. At the year end there were 6 members (2019: 4 members).

**20. PENSIONS AND OTHER POST-RETIREMENT BENEFITS**

The Society operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £39,354 (2019 - £38,486). Outstanding contributions at the year end comprised £8,952 (2019 - £8,567).

**21. COMMITMENTS UNDER OPERATING LEASES**

At 30 September 2020 the Society had future minimum lease payments due under non-cancellable operating leases for each of the following periods:

	2020 £	2019 £
Not later than one year	19,135	19,135
Later than one year and not later than five years	12,375	31,510
	<u>31,510</u>	<u>50,645</u>

**ABBNEYFIELD BRISTOL AND KEYNSHAM SOCIETY**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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**22. RELATED PARTY TRANSACTIONS**

Clifton Rentals Limited and Complete Property Solutions Bristol Ltd (CPSBL) are companies wholly owned by Mrs K J Still and Mr C G Still, who are the daughter and son-in-law of Mr M Innes, a Trustee of the Society.

Clifton Rentals Limited was charged £nil (2019: £150) by the Society during the year.

During the year CPSBL charged the Society £6,000 for management of maintenance of its properties (2019: £6,000). At the year end the Society owed CPSBL £nil (2019: £1,500).

Bristol Lettings Limited is a company owned by a daughter of Mr M Innes, a Trustee of the Society. During the year Bristol Lettings Limited leased part of the Society's offices and was charged £5,400 rent (2019: £4,272)

The Trustees consider the transactions to be competitive and the position is market tested on a regular basis.