THE ABBEYFIELD (BERWICK) SOCIETY LIMITED FINANCIAL ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 1998

952071



FINANCIAL ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 1998

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OFFICERS, PROFESSIONAL ADVISERS AND REGISTERED OFFICE

Executive Committee

R.J. Whinton

Chairman

R.H. Dalgleish B.A. (Hons) A.C.A.

Treasurer

Mrs. M.D.C. McCreath

W.R. Huntly

A. Dewar

Miss A.C. Lee

Mrs. L.A. Butson

T.H. Lovell

Mrs. F.M. Hay

Mr. J.A. Powell

Secretary

Mrs. N. Sandwith

Auditors

J.H. Greenwood & Company
Chartered Accountants and Registered Auditors
Ava Lodge,
Castle Terrace,
Berwick Upon Tweed.

Bankers

Barclays Bank Plc.

Solicitors

T.C. Smith & Sons Solicitors, Berwick Upon Tweed.

Registered Office

Castlevale House, Berwick Upon Tweed.

REPORT OF THE EXECUTIVE COMMITTEE

The Executive Committee submits its annual report together with the Accounts for the year ended 30th September 1998.

1. Principal Activity

The principal activity of the Society is to provide accommodation, care and companionship for lonely or frail elderly people in accordance with the aims and principles of the Abbeyfield Society Limited.

2. Status

The Society is a Company Limited by guarantee (number 952071), having no share capital, and with solely charitable objectives. It is a registered charity (Number 500464).

3. Review of Business and Results during the year

The Berwick Society owns two properties which provide supportive care for 18 people in total.

Priority is given to the filling of residential vacancies. There were a number of vacancies at the Bankhill house during the year under review. Since then the committee has been successful in reducing the room vacancies.

4. Future Developments

A site adjoining the Bankhill property is owned by the Society and is available for future development.

5. Fixed Assets

Details of the cost and depreciation of Fixed Assets are set out in notes 3 and 9.

6. Executive Committee

The Members of the Executive Committee who served during the year were :-

R.J. Whinton

R.H. Dalgleish B.A. (Hons) A.C.A.

C.F. Inkpen

Mrs. M.D.C. McCreath

W.R. Huntly

A. Dewar

Mrs. M.J.H. Cadzow

Miss A.C. Lee

Mrs. L.A. Butson

T.H. Lovell

Mrs. F.M. Hay

Mr. J.A. Powell

REPORT OF THE EXECUTIVE COMMITTEE

7. Auditors

A resolution for the re-appointment of J.H. Greenwood & Company as auditors will be proposed at the Annual General Meeting.

Mrs. N. Sandwith Secretary

On behalf of the Executive Committee

8th March 1999

STATEMENT OF EXECUTIVE COMMITTEE MEMBERS RESPONSIBILITIES

Company law requires the Executive Committee Members to prepare Accounts for each financial year which give a true and fair view of the state of affairs of the Society as at the end of that year and of the surplus or deficit of the Society for that period. In preparing those Accounts the Executive Committee are required to:

Select suitable accounting policies and apply them consistently;
Make judgements and estimates that are reasonable and prudent;
State whether applicable accounting standards have been followed;
State whether applicable statements of recommended practice have been followed; and
Prepare the Accounts on the going concern basis unless it is inappropriate to presume that the
Society will continue in business.

The Executive Committee Members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Society and which enable them to ensure that the Accounts comply with the relevant legislation. They are also responsible for safeguarding the assets of the Society and hence for taking reasonable steps for the prevention of fraud and other irregularities.

REPORT OF THE AUDITORS TO THE MEMBERS OF THE ABBEYFIELD (BERWICK) SOCIETY LIMITED

We have audited the Accounts on pages 7 to 18.

Respective Responsibilities of the Executive Committee Members and Auditors

As described on page 5, the Executive Committee Members are responsible for the preparation of Accounts. It is our responsibility to form an independent opinion, based on our audit, on these Accounts and to report our opinion to you.

Basis of Opinion

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

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the Accounts are free from material misstatement, whether 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 Accounts.

Opinion

In our opinion the Accounts give a true and fair view of the state of the Society's affairs at 30th September 1998 and of its income and expenditure and cash flows for the year ended on that date, and have been properly prepared in accordance with the Industrial and Provident Societies Act 1965 to 1978, the Housing Associations Act 1985 and the Registered Housing Associations (Accounting Requirements) Order 1992.

J.H. Greenwood & Company

Chartered Accountants and Registered Auditors,

Ava Lodge,

Castle Terrace,

Berwick Upon Tweed

TD15 1NP

8th March 1999

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30TH SEPTEMBER 1998

	<u>Note</u>	1998 £	1997 £
TURNOVER	2.3	84,617	87,466
Operating Costs		79,768	90,677
OPERATING SURPLUS		4,850	(3,211)
Interest Receivable & Similar Income Interest Payable & Similar Charges	7 8	8,670 0	4,730 125
SURPLUS ON ORDINARY ACTIVITIES FOR	THE YEAR	13,519	1,394
INCOME AND EXPENDITURE BALANCE BE	ROUGHT FORWARD	316,214	314,820
INCOME AND EXPENDITURE BALANCE CA	ARRIED FORWARD	329,733	316,214

The Society's only activity is the provision of hostel accommodation.

No operations have been discontinued or acquired during the year, and the amounts above relate entirely to continuing operations.

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

BALANCE SHEET AS AT 30TH SEPTEMBER 1998

	Note	1998 £	1997 £
TANGIBLE FIXED ASSETS			
Housing Properties H.A.G. Assisted Schemes - Cost	3	217,396	211,731
Housing Association Grants	3	(118,736) 98,660	(118,736)
Other Housing Properties	3	174,686 273,346	160,584 253,579
Other Tangible Fixed Assets			
Fixtures, Fittings and Equipment	9	7,763 281,109	8,322 261,901
CURRENT ASSETS			
Debtors and Prepayments Loan to the Abbeyfield Society Bank and Building Society Accounts Cash in Hand	10 11	1,000 51,020 20 52,040	(435) 1,000 58,502 20 59,087
CURRENT LIABILITIES			
Creditors Falling due within One Year	12	3,415	4,774
NET CURRENT ASSETS		48,625	54,313
TOTAL ASSETS LESS CURRENT LIABILITIES		329,733	316,214
FINANCED BY			
Creditors: Amounts falling due after more than one ye Housing Property Finance	ar 4	-	1
CAPITAL AND RESERVES			
Income and Expenditure - Accumulated Surplus		329,733	316,213
		329,733	316,214

The Accounts were approved by the Executive Committee and signed on its behalf on 8th March 1999.

CHAIRMAN

CASH FLOW STATEMENT FOR THE YEAR ENDED 30TH SEPTEMBER 1998

	1998 £	1997 £
NET CASH INFLOW FROM OPERATING ACTIVITIES (Note A)	6,893	(2,518)
RETURNS ON INVESTMENTS AND SERVICING OF FINANCE		
Interest Receivable & Similar Income Interest Payable	8,670 0 8,670	4,730 (125) 4,605
INVESTING ACTIVITIES		
Purchase of Fixed Assets	(20,578)	(14,987)
NET CASH FLOW BEFORE FINANCING	(5,015)	(12,900)
FINANCING:		
Loans Repaid	2,467	2,350
INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS (Note B)	(7,482)	(15,250)
NOTE A		
RECONCILIATION OF OPERATING SURPLUS TO NET CASH FLOW FROM OPERATING ACTIVITIES		
Housing Operating Surplus Adjustment for Non Cash Items - Depreciation Decrease / (Increase) in Debtors Increase / (Decrease) in Creditors Decrease in Stocks	4,850 1,370 (435) 1,108	(3,210) 1,468 435 (1,211)
NET CASH INFLOW FROM OPERATING ACTIVITIES	6,893	(2,518)
NOTE B		
ANALYSIS OF CHANGES IN CASH AND CASH EQUIVALENTS		
BALANCE AT START OF YEAR	33,988	49,238
Net Cash Inflow / (Outflow)	(7,482)	(15,250)
BALANCE AT END OF YEAR	26,506	33,988

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 1998

1. STATUS OF SOCIETY

The Society is registered as a Company Limited by guarantee (registered number 952071) and the Housing Act 1974 (Housing Corporation registered number 2374).

The Society is wholly engaged in Hostel Activities as defined in the Housing Act 1974.

2. ACCOUNTING POLICIES

2.1 - General

The principal accounting policies of the Society are set out in the following sub-paragraphs.

2.2 - Accounting Basis

The Accounts are prepared under the historical cost convention, in accordance with applicable accounting standards in the United Kingdom and in accordance with the Statement of Recommended Practice (the S.O.R.P.) issued by the National Federation of Housing Associations and with the Registered Housing Association (Accounting Requirement) Order 1992.

2.3 - Turnover

Turnover comprises rental and service income receivable.

2.4 - Fixed Assets, Housing Land and Buildings

Housing Land and Buildings are stated at cost.

2.5 - Depreciation

2.5.1 - Housing Land and Buildings

No depreciation is charged on housing properties because they are maintained in a state of repair such that the estimated residual value of land and buildings at the date of the balance sheet is not less than their net book amount.

2.5.2 - Fixtures, Fittings and Equipment

Depreciation is charged at 15% per annum on the net book value.

2.5.3 - General

A full years depreciation charge is made on Fixed Assets in the year that the Asset is brought into use and no charge is made in the year of disposal.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 1998

2.6 - Housing Association Grant

Where developments have been financed wholly, or partly, by Housing Association Grant (H.A.G.), the net book value of those developments has been reduced by the amount of grant receivable which is shown separately in the balance sheet.

2.7 - Fixed Assets, Fixtures, Fittings and Equipment

Assets donated to the Society are not included in the balance sheet; other assets are included at cost.

2.8 - Corporation Tax and V.A.T.

The Society has charitable status and is exempt from Corporation Tax on the income it has received.

The Society is not registered for V.A.T. Accordingly no V.A.T. is charged to residents, and expenditure in the Income and Expenditure Account includes the relevant V.A.T.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 1998

3. HOUSING LAND AND BUILDINGS

	H.A.G. Assisted Schemes Freehold	<u>1998</u> £	1997 £
	<u>Cost</u> - Completed Schemes at 30th September 1997 Additions	211,731 5,665	205,390 6,341
	At 30th September 1998	217,396	211,731
	Housing Association Grants		
	At 30th September 1997 and 30th September 1998	(118,736)	(118,736)
	Net Book Amount	98,660	92,995
	Other Properties - Freehold		
	<u>Cost</u> - At 30th September 1998 Additions	160,584 14,102	154,899 5,685
	Net Book Amount	174,686	160,584
4.	HOUSING PROPERTY FINANCE		
	Amounts falling due after more than one year: Abbeyfield Society The Housing Corporation	1998 £	1997 £
5.	EMPLOYEES		
	Employee Costs:	1998 £	1997 £
	Salaries and Wages Social Security	35,299 5,031 40,329	33,035 4,334 37,369

(435)

THE ABBEYFIELD (BERWICK) SOCIETY LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 1998

6. PAYMENTS TO COMMITTEE MEMBERS, OFFICERS ETC.

No fees, remuneration or expenses were paid to any member during the year.

7. INTEREST RECEIVABLE AND SIMILAR INCOME

		1998 £		1997 £
	Rents Received	620		740
	Donations Received	4,757		180
	Building Society Interest Gross	3,293	_	3,810
		8,670	=	4,730
8.	INTEREST PAYABLE AND SIMILAR CHARGES			
		<u>1998</u>		<u>1997</u>
		£		£
	Abbeyfield Society Loan	0	=	125
9.	FIXTURES, FITTINGS AND EQUIPMENT			
		1998 £		<u>1997</u> £
	Cost - at 30th September 1997	17,379		14,418
	Additions	811		2,961
	At 30th September 1998	18,190	=	17,379
	<u>Depreciation</u>			
	At 30th September 1997	9,057		7,589
	Charge for Year	1,370	_	1,468
	At 30th September 1998	10,427	_	9,057
	Net Book Amount	7,763	=	8,322
10.	DEBTORS AND PREPAYMENTS DUE WITHIN ONE YEAR			
		<u>1998</u>		1997
		£		£
	Room Charge Received in Advance	~	_	(435)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 1998

11.	LOAN TO THE ABBEYFIELD SOCIETY
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	1998 £	<u>1997</u> £
This Loan is undated and interest free		1,000

12. CREDITORS AND ACCRUALS DUE WITHIN ONE YEAR

	<u>1998</u>	<u> 1997</u>
	£	£
Creditors	2,715	1,306
Accruals	700	1,001
Instalments on Loan	0	2,467
	3,415	4,774

13. HOUSING STOCK

HOUSING STOCK		
	Units in Management	
	<u>1998</u>	<u> 1997</u>
Hostel Accommodation - Number of Bed Spaces	18	18

<u>DETAILED HOSTEL PROPERTY REVENUE ACCOUNT</u> <u>FOR THE YEAR ENDED 30TH SEPTEMBER 1998</u>

INCOME	1998 £	<u>1997</u> £
Residential Charges Receivable	06.102	00.707
Losses Arising from Vacancies	96,103	99,796
Dosses Frising from Vacancies	(11,486) 84,617	<u>(12,330)</u> 87,466
	04,017	87,400
Donations	4,757	180
Interest Received	3,293	3,810
Rent Received	620	740
	93,287	92,196
EXPENDITURE		
Management Expenses		
Membership Fees	2,963	3,300
Professional Fees	, <u>-</u>	1,171
Auditors Remuneration	691	730
Depreciation of Fixtures, Fittings & Equipment	1,370	1,468
Loan Interest	0	125
	5,024	6,794
Repairs and Maintenance		
Current	4,393	17,057
Service Costs		
Care and Catering Employee Costs	40,329	37,369
Food, Provisions Etc.	15,692	15,628
	56,022	52,997
Rates and Insurance	4,885	3,705
Heat and Light	7,722	8,425
Printing, Postage, Stationery and Telephone	1,476	1,445
Sundry Expenses	246	379
	14,329	13,954
Total Expenditure	79,768	90,802
NET SURPLUS	13,519	1,394

GENERAL INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30TH SEPTEMBER 1998

	<u>1998</u>	<u> 1997</u>
CLIDDLLIC ON MOCTEL ACCOMMO	£	£
SURPLUS ON HOSTEL ACCOUNTS		
Castlevale	7,730	83
Bankhill		3,250
	<u>2,144</u> 9,874	3,333
OTHER INCOME		
Donations	4,757	180
Interest Received	3,293	3,810
Rent Received	620	740
	8,670	4,730
	18,544	8,063
EXPENDITURE		
Membership Fees	2,963	3,300
Professional Fees	-	1,171
Auditors Remuneration	691	730
Depreciation on Fixtures, Fittings and Equipment	1,370	1,468
	5,024	6,669
NET SURPLUS	13,519	1,394_

CASTLEVALE HOSTEL ACCOUNT

FOR THE YEAR ENDED 30TH SEPTEMBER 1998

	1998 £	1997 £
INCOME	¥.	ž.
Residential Charges Receivable	44,134	43,962
Losses Arising from Vacancies	(181) 43,953	(1,660) 42,302
DIRECT EXPENSES:		
Wages	20,273	17,738
Food, Provisions Etc.	8,027	7,766
Rates and Insurances	2,495	1,761
Heat and Light	3,867	5,290
Repairs and Maintenance	967	8,791
	35,629	41,346
	8,324	956
OTHER EXPENDITURE		
Printing, Postage, Stationery and Telephone	528	723
Sundry Expenses	65	151
	593	874
SURPLUS FOR YEAR	7,730	82

BANKHILL HOSTEL ACCOUNT

FOR THE YEAR ENDED 30TH SEPTEMBER 1998

INCOME	1998 £	1997 £
WACOME		
Residential Charges Receivable	51,969	55,834
Losses Arising from Vacancies	(11,304)	(10,670)
	40,665	45,164
DIRECT EXPENSES:		
Wages	20,056	19,631
Food, Provisions Etc.	7,665	7,861
Rates and Insurances	2,390	1,944
Heat and Light	3,856	3,135
Repairs and Maintenance	3,426	8,267
	37,393	40,838
	3,272	4,326
OTHER EXPENDITURE		
Loan Interest	0	125
Printing, Postage, Stationery and Telephone	947	723
Sundry Expenses	181	228
	1,128	1,076
SURPLUS FOR YEAR	2,144	3,250