

Details of society

1.1 Details of the society

Register number	170082	
Registered office address	EFFINGHAM HOUSING ASSOCIATE 6 CROSS WAYLS EFFINGHAM SURREY	~
Postcode	KT24 5LW	

1.2 Year end date (dd/mm/yyyy)

See Note 1.2

Mutuals Registration

Committee of management

0 5 JUL 2017

If you are a club you do not need to give a year of birth in questions 1.3-1.6.

The names of the members of the Committee at the date or which the recommendation of the should be entered below in BLOCK CAPITALS.

1.3 Details of Chairman

Name	MR PN JUBERT
Address	MANOR BARN HOUSE BROWN'S LANE ERFINGHAM
Postcode	KT24 SNL
Year of birth	1999 L951
Business occupa and other directorships	WOOD HARRIS COD TRALPRO

1.4 Details of Treasurer

Name	MR G DOUGHERTY
Address	CHESTNUTS LOWER FARM ROAD EFFINGHAM
Postcode	KT24 500
Year of birth	yyyy 1964
Business occupati and other directorships	ACCOUNTANT

1.5 Details of Secretary

Name	MRS C WARREN
Address	6 BARNES WALLIS CLOSE
	Browns cane
	EFFINGHAM
Postcode	KT24 SGA
Year of birth	NNN 1968
Business occupation and other directorships	Strop Keeper

1.6 Details of Members of the Committee

Name	Address	Year of birth	Business occupation and other directorships
COLNWELL	HOME FARM Liquid THE STREET EFFINCTIONS	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	CORNWELL Business Consultans
MLS PEACH	MANOR RAEN COTTAGE BROWNS LAVE EDFINGHAM		BULLING SOCIETY SMOYEE
MRIL WALKER	TINICERS GO ORESTAN LANG EFFINCIAM EFFINCIAM EFFINCIAM EFFINCIAM EFFINCIAM	1946	RETILED CHARTERED ENGINEER
MLS L WYNNE- GRIFITHS	THE OLD VICES CHURCH ST ERFINGHAM 16724 SZ	1960	VOLUNTEER FOR HOME START
		уууу	
		уууу	

Please use separate sheets of paper if you need more space, following the instructions provided in section 5 above.

Please indicate how many separate sheets of paper you have used

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Please continue, answering all questions.

1.7	Are any members of the society's committee disqualified as directors under the Company Director Disqualification Act 1986? ☑ No ☐ Yes
1.8	Does the society carry out any activity which is regulated under the Financial Services and Markets Act 2000? (e.g. accepting deposits in a form other than withdrawable shares; offering insurance products; undertaking residential mortgage business). If 'yes' please state the society's Financial Services Register firm reference number No Yes Financial Services Register firm reference number
1.9	Is the society a subsidiary of another society? ☑ No ☐ Yes
1.10	Does the society have one or more subsidiaries? ☐ No ☐ Yes
1.11	Is the society currently accepted by the HM Revenue and Customs as a charity for tax purposes? No Yes
	Please confirm you have attached a copy of the letter from HM Revenue and Customs confirming charitable tax status:
1.12	Is this society a charity registered with the Office of the Scottish Charity Regulator (OSCR)?
	☐ Yes ▶ provide your Scottish Charity number below
1.13	Is the society registered with one of the following (please tick)? Homes and Communities Agency The Welsh Ministers Scottish Housing Regulator
	If so, please provide your register number

All societies must answer the following questions:

- if a bona fide co-operative society go to question 1.14
- if existing for the benefit of the community go to question 1.19

Bona fide co-operative society

How did members benefit from the business, industry or trade of the society during the year?		
Is membership of the society required to obtain the benefits offered by it? Yes No		
In what way did members participate in an ongoing basis in the society's primary business during the year?		
How did members democratically control the society?		

If the society distributed the surplus/profit to members please explain how this was d		
If the society distributed the surplus/profit to members please explain now this was		
Please use separate sheets of paper if you need more space (see section 5 above)		
Please indicate how many separate sheets of paper you have used.		

Community benefit society

1.19 Who are the community the society benefited?

EFFINGHAM RESIDENTS OF RETIREMENT AGE WHO WISH TO REMAIN IN OR RETURN TO THE VILLAGE AND THEIR FAMILIES WHO WIGH TO BRING ELDERLY RELATIONS CLOSER TOTHEM.

1.20 How did the society benefit that community during the year?

BY GIVING AFFORDABLE ACCOMMODATION TO 17 ELDERLY PEOPLE WITH A LOCAL CONNECTION

1.21 How did the society use any surplus/profit?

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Please use separate sheets of paper if you need more space (see section 5 above). Please indicate how many separate sheets of paper you have used.

Continue to 2.1

2

Statistics

Account details

2.1 You must enter the figures below

See notes for help on items E-T. Enter NIL where applicable

Α	Members at beginning of year	17
В	Members ceased during year	0
С	Members admitted during year	0
D	Members at end of year	17
E	Turnover for year	82,885
F	Total of income and expenditure (receipts and payments added together)	119,478
G	Net surplus/(deficit) for year	46,684
Н	Fixed assets	254, 271
ı	Current assets	310,379
J	Total assets (equal to amount in row O, below)	564,600
K	Current liabilities	69,323
L	Share capital	17
М	Long-term liabilities	NIL
N	Reserves	495,310
0	Total liabilities, share capital & reserves (K+L+M+N) (equal to amount in J above)	495,310 564,650
All so	ocieties (excluding clubs) must comp	plete boxes P-T
Р	Investments in other registered societies	NIL
Q	Loans from members	NIL
R	Loans from Employees' Superannuation Schemes	NIL
s	Dividends on sales	NIL
т	Share interest	NIL

3

The audit

3.1	Type of audit used for the attached accounts. If the society has used a full professional audit or an accountant's report then the report must be prepared by a registered auditor.		
	Full professional audit	▶ Continue to section 4	
	☐ Accountant's report	▶ Complete questions 3.2 and 3.3	
	☐ Lay audit	➤ Complete questions 3.2 and 3.3	
	☐ Unaudited	▶ Complete questions 3.2 and 3.3	
3.2	Do the society's registered rules allow the society not to undertake a full professional audit?		
	☑ No		
	☐ Yes		
3.3	not to undertake a full pre	sed at a general meeting a resolution allowing the society ofessional audit for the year of account in question? (In 4 of the Co-operative and Community Benefit Societies Act	
	PT No		
	☐ Yes		
			



Accounts and signature

Accounts

4.1	Date or (dd/mm	n which the accounts and balance sheet will be/were laid n/yyyy) / OS / 20 l 7	before the AGI
4.2		ur society produced accounts to the minimum standard → you must confirm that you have attached the accounts and the audit/accountant's report bearing the original signatures of the auditor (if required by law), the secretary and the two committee members.	required?
	□ No	▶ you must produce accounts to the minimum standard required, see notes for details.	
	Signa	ture – all societies to complete	
4.3	The Se	cretary of the society must sign and date below	

I certify that the information in this form is correct to the best of my knowledge and belief.

Name	CWARREN
Signature	lulaner.
Phone number	01372 450145
Email	cheryi.waren@sky.com
Date	dd/mm/yy 01(07)17.

Mutuals Public Register Number: 17008R

EFFINGHAM HOUSING ASSOCIATION LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2017



BULLIMORES Chartered Accountants Old Printers Yard 156 South Street Dorking Surrey RH4 2HF

INFORMATION FOR THE YEAR ENDED 31 JANUARY 2017

COMMITTEE OF MANAGEMENT:

P.N. Jubert (Chairman)

K.C. Cornwell K. Walker S. Peach

G.J. Dougherty – (Treasurer)
Mrs C.J. Warren - (Secretary)
P. Rennison - Resigned 16th March 2017

L.W. Griffith

REGISTERED OFFICE:

6 Crossways Effingham Surrey KT24 5LW

AUDITORS:

Bullimores

Chartered Accountants Old Printers Yard 156 South Street Dorking

Surrey RH4 2HF

CONTENTS OF THE ANNUAL REPORT FOR THE YEAR ENDED 31 JANUARY 2017

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EFFINGHAM HOUSING ASSOCIATION

6 Crossways Effingham Surrey KT24 5LW

<u>Chairman's Statement</u> <u>Year Ended 31st January 2017</u>

The Association continues to rent accommodation to people of retirement age who are connected with the village and is run by a volunteer committee.

Our flats are located in 3 buildings in the village some of which are historically important and part of our remit is to maintain these building in a sensitive way that adds to the appearance of the village. Over the last few years we have been able to bring back the exterior appearance of our buildings to their original look which we feel was important.

Our greatest workload is to maintain and modernise the accommodation to keep it up to date, heat efficient and comfortable. All our properties now have modern double glazing and new heating. Many of the bathrooms have been redesigned for elderly use and one property now has a stair lift.

The Association continues to be run by an unpaid volunteer committee which carries out all management of the Association. It is through this gesture that the association is able to keep its rents competitive in comparison with other residential accommodation.

Signed

N Jubert Chairman 25/5/2017

STATEMENT OF COMMITTEE'S RESPONSIBILITIES

FOR THE YEAR ENDED 31 JANUARY 2017

The committee of management are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The committee of management are required to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The financial statements are required by law to give a true and fair view of the state of affairs of the Association and of its excess of income over expenditure for that period. In preparing these financial statements, the committee of management are required to:

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

The committee of management are responsible for maintaining satisfactory systems of internal control and keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Association and enable them to ensure that the financial statements comply with the Co-operative and Community Benefit Societies Act 2014. They are also responsible for safeguarding the assets of the association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

REVENUE ACCOUNT

FOR THE YEAR ENDED 31 JANUARY 2017

		<u>2017</u>	<u>2016</u>
	Notes	£	£
Turnover Operating costs	7 8	82,885 (36,201)	76,415 (54,191)
OPERATING SURPLUS/(DEFICIT)		46,684	22,224
Interest receivable Other Income		353 39	372 400
SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES FOR YEAR	9	47,076	22,996
SURPLUS BROUGHT FORWARD	6	448,234	425,238
SURPLUS CARRIED FORWARD		£ <u>495,310</u>	£ <u>448,234</u>

CONTINUING OPERATIONS

None of the Association's activities were acquired or discontinued during the above two financial years.

TOTAL RECOGNISED GAINS AND LOSSES

There were no recognised gains or losses other than the surplus for the above two financial years.

BALANCE SHEET

AS AT 31 JANUARY 2017

	Makas	<u>20</u>	<u>2017</u>		<u>)16</u>
	Notes		£	£	£
FIXED ASSETS					
Tangible assets	2		254,271		255,694
CURRENT ASSETS					
Debtors Cash at bank and in hand	3	2,531 312,190 314,721		2,295 <u>269,362</u> 271,657	
CURRENT LIABILITIES				-	
Creditors falling due in less than one year	4	4,342		9,777	
NET CURRENT ASSETS			310,379		261,880
TOTAL ASSETS LESS LLA	ABILITIES		<u>564,650</u>		<u>517,574</u>
CAPITAL AND RESERVE	S				
Share capital	5		17		17
Capital reserve Revenue account	6	69,323 495,310	564,633 564,650	69,323 448,234	517,557 517,574

The financial statements on pages 3 to 4 were approved by the Committee of Management on 2515..... 2017 and were signed on its behalf by:

P.N. Jubert - Chairman

G I Douglasty Transurar

Mrs C.J. Warren - Secretary

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2017

1. ACCOUNTING POLICIES

The Association is registered under the Co-Operative and Community Benefit Societies Act 2014 (replacing Industrial and Provident Societies Act 1965) and is regulated by the Financial Conduct Authority and is a public benefit entity.

The principal accounting policies of the Association are set out below:

These financial statements are prepared under the historical cost convention in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The financial reporting standard applicable in the UK and Republic of Ireland".

Fixed Assets - Housing Properties (Note 2)

These are stated at cost which includes the cost of freehold land, payments to building contractors and payment of professional fees relating to the freehold property development.

Depreciation of Housing Land and Buildings

The association's policy is to maintain its property to a high standard through a continual programme of refurbishment and maintenance. In accordance with this practice depreciation is not provided on freehold properties where, in the opinion of the committee of management, the residual values (in terms of original cost) are such that any depreciation charge would be immaterial to the period and on a cumulative basis. The estimated useful economic life of the tangible fixed asset exceeds 50 years.

The asset has been tested for impairment.

Depreciation is applied to Fixtures and Fittings over five years on cost.

Capital Reserve

In previous years transfers were made to capital reserve of all investment income, as this represents a small sum this year a transfer was not considered appropriate.

Social Housing Grants

Social Housing Grants are recognised as liabilities and the accruals model applied.

In previous years when developments were financed wholly or partly by Social Housing Grants (SHG), the cost of these developments was reduced by the amount of grant received. On transition to FRS 102, in the 2016 accounts, grants that related to flat conversions undertaken over 30 years ago, were treated as written down completely in prior years, and the 2015 balance sheet was restated with the grants written back to reserves.

Turnover

Turnover represents rents receivable net of rent losses from voids.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2017

2. FIXED ASSETS - FREEHOLD HOUSING PROPERTIES

		Rose Cottage £	<u>Crossways</u> £	Crossways Fixtures £	Total £	
	COST At 1 February 2016 Additions	56,838	193,163	7,116	257,117	
	As at 31 January 2017	56,838	193,163	7,116	257,117	
i	DEPRECIATION At 1 st February 2016 Charge for year	-	-	(1,423) (1,423)	(1,423) (1,423)	
	At 31st January 2017			(2,846)	(_2,846)	
	NET BOOK VALUE At 31 January 2017	56,838	193,163	4,270	254,271	
	At 31 January 2016	56,838	193,163	5,693	255,694	
3.	DEBTORS			<u>20</u>		2016 £
	Other Debtors Prepayments and accrued income			2,1	574 57	562 1,733
				2,5	531	2,295
4.	CREDITORS Amounts falling due within one year: Trade Creditors Accruals			4 3,9	912 930	5,862 3,915
				4,3	342	9,777
5.	SHARE CAPITAL Shares of £1 each, fully paid				17	17

The shares held by members of the association hold no rights to interest, dividends or bonus. The association is a mutual association. Shareholders have no rights to the property, which would be transferred to an appropriate charitable institution or Housing Societies Charitable Trust in the event of the association winding up or being dissolved.

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 JANUARY 2017

6.	RESERVES	<u>Capital</u> <u>Reserve</u>	Revenue Reserve	<u>Total</u>
	At 1st February 2016	69,323	448,234	517,557
	Surplus for the year	-	47,076	47,076
				
	At 31st January 2017	<u>69,323</u>	<u>495,310</u>	<u>564,633</u>
_			<u>2017</u>	<u>2016</u>
7.	TURNOVER Rents receivable		82,885	76,415
8.	OPERATING COSTS Direct property management Administrative expenses		33,144 3,057	51,934 2,257
			36,201	54,191
9.	DEFICIT ON ORDINARY ACT is after charging: Auditors' remuneration Remuneration of Committee of Ma Depreciation		2,060 Nil 1,423	1,520 Nil 1,423
10.	NUMBER OF UNITS MANAGI	ED	17	17

INDEPENDENT AUDITOR'S REPORT TO THE COMMITTEE OF MANAGEMENT EFFINGHAM HOUSING ASSOCIATION LIMITED

FOR THE YEAR ENDED 31st JANUARY 2017

We have audited the financial statements of Effingham Housing Association Limited for the year ended 31st January 2017 which comprise the Income and Expenditure Account, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Ireland".

This report is made solely to the Association's members as a body, in accordance with section 87 of the Co-Operative and Community Benefit Societies Act 2014. Our audit work has been undertaken so that we might state to the association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the association and the association's members as a body, for our audit work, for this report, or for the opinions we have formed

Respective responsibilities of the committee of management and auditor

As explained more fully in the Committee of Management's Responsibilities Statement, the Committee of Management is responsible for the preparation of financial statements which give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the Association's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the Committee of Management, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- Give a true and fair view of the state of the Association's affairs as at 31st January 2017 and of its income and expenditure for the year ended; and
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including FRS 102 "The FRS applicable in the UK and Ireland" and with the Co-Operative and Community Benefit Societies Act 2014.

INDEPENDENT AUDITOR'S REPORT TO THE COMMITTEE OF MANAGEMENT EFFINGHAM HOUSING ASSOCIATION LIMITED (continued)

FOR THE YEAR ENDED 31st JANUARY 2017

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Co-Operative and Community Benefit Societies Act 2014 require us to report to you, if, in our opinion:

- Proper books of account have not been kept by the Association in accordance with the requirements of the legislation;
- A satisfactory system of control over transactions has not been maintained by the Association in accordance with the requirements of the legislation;
- The revenue account or the other accounts (if any) to which our report relates, and the balance sheet are not in agreement with the books of account of the Association; or
- We have not obtained all the information and explanations necessary for the purposes of our audit.

Mrs M. J. Brett FCA

Chartered Accountant and Registered Auditor

Bullimores LLP

Chartered Accountants

Old Printers' Yard 156 South Street

Dorking

Surrey

RH4 2HF

Date: 30 May 2017

DETAILED REVENUE ACCOUNT

FOR THE YEAR ENDED 31 JANUARY 2017

	£	<u>2017</u> £	<u>2016</u> £	£
INCOME				
Net income from rents Deposit interest Other Income	82,885 353 39	83,277	76,415 372 400	77,187
		83,217		//,10/
EXPENDITURE				
Estate costs: Repairs and maintenance Garden maintenance Electricity and Gas Insurance Replacement of heaters Stair lift depreciation Overheads:	22,793 4,057 1,312 3,559 - 1,423		41,906 3,605 1,422 3,370 208 1,423	
Auditors remuneration Subscriptions and fees Sundry expenses Bank charges Advertising	2,060 410 425 105 57	36,201	1,520 185 435 117	54,191
Surplus/(Deficit)		47,076		22,996