Report of the Management Committee and

Financial Statements

for the Year Ended 31st March 2020

for

CONVENT CO-OPERATIVE LIMITED

Contents of the Financial Statements for the year ended 31st March 2020

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B.moffat
B.moffat (Jul 14, 2020 15:54 GMT+1)

Jul 14, 2020

CONVENT CO-OPERATIVE LIMITED

Society Information for the year ended 31st March 2020

COMMITTEE OF MANAGEMENT: L Barrick

D Doyle
F Hessamian
H Kabbani
M Meighan
B Moffat
M Poole
J Rafferty
J Wilkinson
S Williams
A Yaw

REGISTERED OFFICE: 15 Chesterton Close

Putney Bridge Road

Wandsworth London SW18 1SD

REGISTERED NUMBER: IP23694R (England and Wales)

AUDITORS: Simpson Wreford & Partners

Chartered Accountants & Statutory Auditors

Suffolk House George Street Croydon Surrey CRO 0YN

Report of the Management Committee for the year ended 31st March 2020

The management committee presents their report with the financial statements of the company for the year ended 31st March 2020.

REVIEW OF THE YEAR

The organisation is incorporated under the Co-operative and Community Benefit Societies Act 2014

The co-operative had a surplus for the year after tax of £9,809 (2019 - £19,641).

PRINCIPAL ACTIVITY

The principal activity of the organisation during the year continued to be that of providing efficient cost effective estate management in response to its obligations under its agreement with Wandsworth Borough Council.

MANAGEMENT COMMITTEE

The committee members shown below have held office during the whole of the period from 1st April 2019 to the date of this report.

J Attard - resigned 30th July 2019
L Barrick
D Doyle
F Hessamian

H Kabbani

M Meighan

B Moffat

M Poole

J Rafferty

J Tait - resigned 30th July 2019

J Wilkinson

S Williams

A Yaw

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the management committee are aware, there is no relevant audit information of which the organisation's auditors are unaware, and each member of the management committee has taken all the steps that he or she ought to have taken as a member of the management committee to make himself or herself aware of any relevant audit information and to establish that the organisation's auditors are aware of that information.

AUDITORS

The auditors, Simpson Wreford & Partners, will be proposed for re-appointment at the forthcoming Annual General Meeting.

ON BEHALF OF THE BOARD:

B Moffa	t	•••••	•••••	•••••
Commit	tee Membe	er		
Date:				

Statement of the Management Committees' Responsibilities for the year ended 31st March 2020

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

The Co-operative and Community Benefit Societies Act 2014 requires the directors to prepare financial statements for each financial year. Under the act the Committee have elected to prepare the financial statements 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', and under the provisions of the Co-operative and Community Benefit Societies Act 2014. The Committee 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 organisation and of the profit or loss of the organisation for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting 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 the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Committee are responsible for keeping adequate accounting records that are sufficient to show and explain the organisation's transactions and disclose with reasonable accuracy at any time the financial position of the organisation 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 organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Report of the Independent Auditors to the Members of Convent Co-operative Limited

Opinion

We have audited the financial statements of Convent Co-operative Limited (the 'organisation') for the year ended 31st March 2020 which comprise the Income Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement and Notes to the Cash Flow Statement, Notes to the Financial Statements, 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 organisation 's affairs as at 31st March 2020 and of its profit 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 Co-operative and community Benefit Societies Act 2014.

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 organisation in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC'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 management committees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the management committee have not disclosed in the financial statements any identified material uncertainties
 that may cast significant doubt about the organisation'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.

Other information

The management committee are responsible for the other information. The other information comprises the information in the Report of the Management Committee and the Statement of the Management Committees' Responsibilities, but does not include the financial statements and our Report of the Auditors 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, 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.

Report of the Independent Auditors to the Members of Convent Co-operative Limited

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept,
- the financial statements are not in agreement with the accounting records and returns; or
- a satisfactory system of internal control over transactions has not been made; or
- we have not received all the information and explanations we require for our audit; or

Responsibilities of the management committee

As explained more fully in the Statement of the Management Committees' Responsibilities set out on page three, the management committee 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 management committee determine 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 management committee are responsible for assessing the organisation'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 management committee either intend to liquidate the organisation or to cease operations, or have no realistic alternative but to do so.

Our 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 a Report of the Auditors 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 Report of the Auditors.

Use of our report

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

Simpson Wreford & Partners

Tim Lindfield (Senior Statutory Auditor)
for and on behalf of Simpson Wreford & Partners
Chartered Accountants & Statutory Auditors
Suffolk House
George Street
Croydon
Surrey
CRO OYN

_	Jul	16,	202	0	
Date:					

Income Statement for the year ended 31st March 2020

	Notes	31.3.20 £	31.3.19 £
TURNOVER	3	133,980	124,620
Administrative expenses		126,905	107,488
		7,075	17,132
Other operating income	4	1,939	1,475
OPERATING SURPLUS	6	9,014	18,607
Interest receivable and similar incor	me	795	1,034
SURPLUS BEFORE TAXATION		9,809	19,641
Taxation	7		-
SURPLUS FOR THE FINANCIAL YEAR	1	9,809	19,641
OTHER COMPREHENSIVE INCOME			- _
TOTAL COMPREHENSIVE INCOME F	OR THE	9,809	19,641

The Income statement were approved by the Management Committee on 30th June 2020 and were signed on its behalf by:

B. Moffat B.moffat (Jul 14, 2020 15:54 GMT+1)	J. Raffoty J.Raffety (Jul 14, 2020 16:29 GMT+1)
B Mofatt	J Raffety
Committee Member	Committee Member
Jul 14, 2020	Jul 14, 2020
MTPoole (Jul 14, 2020 23:22 GMT+1)	
Committee Member	
MTPoole	

Jul 14, 2020

Balance Sheet 31st March 2020

		31.3.20)	31.3.19	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	8		120		325
CURRENT ACCETS					
CURRENT ASSETS	9	12 565		12 752	
Debtors	9	13,565		12,753	
Cash at bank and in hand		453,678		405,601	
		467,243		418,354	
CREDITORS		,		-,	
Amounts falling due within one year	10	92,379		_53,491	
NET CURRENT ASSETS			374,864		364,863
TOTAL ASSETS LESS CURRENT LIABILIT	IFS		374,984		365,188
TOTAL ASSETS LESS CORREINT LIABILIT	iLJ		374,364		303,188
CAPITAL AND RESERVES					
Called up share capital	11		107		120
Cyclical maintenance reserve	12		180,671		169,803
Retained earnings	12		194,206		195,265
					
SHAREHOLDERS' FUNDS			374,984		365,188

The financial statements were approved by the Management Committee on 30th June 2020 and were signed on its behalf by:

B.moffat B.moffat (Jul 14, 2020 15:54 GMT+1) B Mofatt Committee Member	J. Raffety J. Raffety (Jul 14, 2020 16:29 GMT+1) J Raffety Committee Member
Jul 14, 2020	Jul 14, 2020
MTPoole (Jul 14, 2000 23:22 GMT+1)	
Committee Member	

MTPoole

Jul 14, 2020

Statement of Changes in Equity for the year ended 31st March 2020

	Called up		Cyclical	
	share	Retained	Maintenance	e Total
	capital	earnings	Reserve	equity
	£	£	£	£
Balance at 1st April 2018	127	186,742	158,685	345,554
Changes in equity				
Total comprehensive income / provision for the year	-	8,523	11,118	19,641
Issue of share capital	2	-	-	2
Cancellation of share capital	(9)	-	-	(9)
Balance at 31st March 2019	120	195,265	169,803	365,188
Changes in equity				
Total comprehensive income / provision for the year	-	(1,059)	10,868	9,809
Issue of share capital	- (12)	-	-	- /12\
Cancellation of share capital	(13)			(13)
Balance at 31st March 2020	107	194,206	180,671	374,984

Cash Flow Statement for the year ended 31st March 2020

N	lotes	31.3.20 £	31.3.19 £
Cash flows from operating activities Cash generated from operations Tax paid	1	47,492 (197)	(6,760) (314)
Net cash from operating activities		47,295	(7,074)
Cash flows from investing activities Interest received		795	1,034
Net cash from investing activities		795	1,034
Cash flows from financing activities Share issue and cancellation		(13)	(7)
Net cash from financing activities		(13)	(7)
Increase in cash and cash equivalents Cash and cash equivalents at beginning of		48,077	(6,047)
year	2	405,601	411,648
Cash and cash equivalents at end of year	2	453,678	405,601

Notes to the Cash Flow Statement for the year ended 31st March 2020

1. RECONCILIATION OF SURPLUS BEFORE TAXATION TO CASH GENERATED FROM OPERATIONS

	31.3.20	31.3.19
	£	£
Surplus before taxation	9,809	19,641
Depreciation charges	205	203
Finance income	(795)	(1,034)
	9,219	18,810
Decrease in trade and other debtors	(812)	(4,780)
Decrease in trade and other creditors	39,085	(20,790)
Cash generated from operations	47,492	(6,760)

2. CASH AND CASH EQUIVALENTS

The amounts disclosed on the Cash Flow Statement in respect of cash and cash equivalents are in respect of these Balance Sheet amounts:

Year ended 31st March 2020

	31.3.20 £	1.4.19 £
Cash and cash equivalents	453,678	405,601
Year ended 31st March 2019		
	31.3.19	1.4.18
	£	£
Cash and cash equivalents	4 <u>05,601</u>	411,648

Notes to the Financial Statements for the year ended 31st March 2020

1. STATUTORY INFORMATION

The principal activity of the organisation during the year continued to be that of providing efficient cost effective estate management in response to its obligations under its agreement with Wandsworth Borough Council.

The organisation is incorporated under the Co-operative and Community Benefit Societies Act 2014, and is a private registered provider of social housing in the United Kingdom. The address of the registered office is 15 Chesterton Close, Putney Bridge Road, Wandsworth, London, SW18 1SD.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", the Statement of Recommended Practice for Social Housing Providers 2014 with the accounting direction for private registered providers of social housing in England 2015, the Housing and Regeneration Act 2008, and the Co-operative and Community Benefit Societies Act 2014. The financial statements have been prepared under the historical cost convention.

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

Turnover

Turnover represents the value, net of value added tax, of management fees and grants received and work carried out in respect of services provided to residents.

Tangible fixed assets

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Depreciation is provided on the following basis:

Office furniture and fittings - 25% straight line

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Income Statement.

Taxation

Tax is recognised in the Income Statement and is payable on bank interest received.

Pension costs and other post-retirement benefits

The Co-operative operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Co-operative pays fixed contributions into a separate entity. Once the contributions have been paid the Co-operative has no further payment obligations.

The contributions are recognised as an expense in the Income Statement when they fall due. Amounts not paid are shown in creditors as a liability in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

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Notes to the Financial Statements - continued for the year ended 31st March 2020

2. ACCOUNTING POLICIES - continued

Debtors

Short term debtors are measured at transaction price, less any impairment.

Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

Creditors

Short term creditors are measured at the transaction price. Other financial liabilities are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

Future cyclical repairs

Provision is only made for cyclical maintenance or major repairs where there is a finite commitment for such obligations at the balance sheet date and where there is no discretion to avoid such expenditure.

3. TURNOVER

The turnover and profit before taxation are attributable to the one principal activity of the company. An analysis of turnover by class of business is given below:

	Management & maintenance Service charge allowance Bad debt & void allowance Less: losses from voids	31.3.20 £ 66,940 59,030 8,010	31.3.19 £ 66,633 49,175 9,920 (1,108)
		133,980	124,620
4.	INCOME AND EXPENDITURE FROM SOCIAL HOUSING LETTINGS		
		31.3.20	31.3.19
		£	£
	Rent receivable net of identifiable service charges	66,940	66,633
	Service income	59,030	49,175
	Net rental income	125,520	115,808
	Grants	-	-
	Service income		
	Turnover from social housing lettings	125,520	115,808
	Management	64,719	67,336
	Services	19,337	16,002
	Routine maintenance	11,256	12,243
	Other activities	31,593	11,907
	Operating costs on social housing lettings	126,905	107,488
	Operating surplus on social housing lettings	(1,385)	8,320
	Void losses		1,108

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Notes to the Financial Statements - continued for the year ended 31st March 2020

5.	EMPLOYEES AND DIRECTORS		
٠.		31.3.20	31.3.18
		£	£
	Wages and salaries	38,877	41,840
	Social security costs	<u>694</u>	542
		38,183	40,843
		30,103	
	The average number of employees during the year was as follows:		
		31.3.20	31.3.19
	Office staff	1	2
6.	OPERATING PROFIT		
٠.	The operating surplus is stated after charging:		
		31.3.20	31.3.19
		£	£
	Depreciation - owned assets	205	203
	Auditors' remuneration - audit services	1,800	1,750
	Auditors' remuneration - non-audit services	425	400
7.	TAXATION		
	Analysis of the tax charge		
	The tax charge on the profit for the year was as follows:	31.3.20	31.3.19
	Current tax:	£	£
	UK corporation tax	_ 151	196
	Adjustment to previous period	(151)	(196)
	- 6:		
	Tax on profit		
	Corporation tax is payable on bank interest received.		
8.	TANGIBLE FIXED ASSETS		F: .
			Fixtures and
			fittings
			£
	COST		
	At 1st April 2019		
	and 31st March 2020		3,240
	DEPRECIATION		
	At 1st April 2019		2,915
	Charge for year		205
	At 24 of March 2020		2 120
	At 31st March 2020		3,120
	NET BOOK VALUE		
	At 31st March 2020		120
	At 21st March 2010		225
	At 31st March 2019		<u>325</u>

Notes to the Financial Statements - continued for the year ended 31st March 2020

9	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR
J.	

9.	DEB I OKS: AIVI	IOUNIS FALLING DUE WITHIN ONE YEAR			
				31.3.20	31.3.19
				£	£
	Trade debtors			10,942	10,423
	Other debtors			, -	1,645
	VAT			88	108
		and accrued income		2,535	577
				13,565	12,753
				=5,505	==,733
10.	CDEDITORS: A	MOUNTS FALLING DUE WITHIN ONE YEAR			
10.	CREDITORS: A	WOONTS FALLING DOE WITHIN ONE YEAR		31.3.20	31.3.19
				51.5.20 £	51.5.19 £
	Trade creditor	_			
		5		69,239	26,168
	Tax			1,929	2,126
	Other creditor			56	56
	Accruais and d	leferred income		21,155	25,141
				92,379	53,491
11.	CALLED UP SH	ARE CAPITAL			
	Allasta di Sanca	d and falls, maid.			
		d and fully paid:	Manadaal	24.2.20	24 2 40
	Number:	Class:	Nominal	31.3.20	31.3.19
	4.07	0. 11	value:	£	£
	107	Ordinary	1	<u>107</u>	120
12.	RESERVES				
				Cyclical	
			Retained	Maintenance	
			earnings	Reserve	Totals
			£	£	£
			-	_	-
	At 1st April 20	19	195,265	169,803	365,068
	Deficit for the	year	(1,059)	-	(1,059)
	Provision for t	he year	<u> </u>	10,868	10,868
	At 31st March	2020	194,206	180,671	374,877

13. RELATED PARTY DISCLOSURES

The Management Committee are unpaid are also members of the organisation. No member received any reimbursed expenses during the year (2019 - £Nil).

14. ULTIMATE CONTROLLING PARTY

Whilst the Co-operative is controlled by its members, it is wholly dependent upon income from the London Borough of Wandsworth.

Detailed Statement of Expenditure for the year ended 31st March 2020

				Admin	31.3.20	31.3.19
	Block	Estate	Tenants	Activities	Total	Total
	£	£	£	£	£	£
Block costs						
Staircase lighting	3,054	-	-	-	3,054	2,581
Block repairs & maintenance	7,665	-	-	-	7,665	4,969
Cleaning	8,618	-	-	-	8,618	8,452
	19,337	-			19,337	16,002
Estate costs						
Gardening	-	7,502	-	-	7,502	10,216
Estate repairs & maintenance	-	3,754	-	-	3,754	2,026
		11,256			11,256	12,242
Tenants costs						
Tenants repairs & maintenance	-	-	32,085	-	32,085	11,457
Entryphone maintenance	-	-	-	-	-	450
Rent losses from bad debts	-	-	(492)	-	(492)	-
		-	31,593	-	31,593	11,907
Staff costs						
Wages & salaries	-	-	-	38,183	38,183	41,840
Employers NI	-	-	-	694	694	542
Other staff costs	-	-	-	1,013	1,013	-
		-		39,890	39,890	42,382
Office costs						
Rent & rates	-	-	-	7,781	7,781	4,523
Repairs to office	-	-	-	1,938	1,938	1,132
Light & heat	-	-	-	1,026	1,026	1,264
Cleaning & other costs	-	-	-	852	852	700
Insurance	-	-	-	522	522	511
Telephone	-	-	-	1,329	1,329	1,252
Stationery & office supplies	-	-	-	986	986	1,303
Equipment maintenance	-	-	-	209	209	1,755
	-	-	-	14,643	14,643	12,440
General administrative expenses						
Conference & subscriptions	-	-	-	384	384	613
Bank & giro charges	-	-	-	210	210	236
Sundry expenses	-	-	-	313	313	869
Community expenses	-	-	-	-	-	287
Committee training	-	-	-	300	300	580
Depreciation	-	-	-	205	205	203
Audit fees	-	-	-	2,300	2,300	2,150
Accountancy fees	-	-	-	5,400	5,400	4,665
Consultancy fees	-	-	-	1,074	1,074	2,911
	-	-	-	10,186	10,186	12,514
	10.227	11 250	21 502		126.005	107.407
	19,337	11,256	31,593	64,719	126,905	107,487