ST LUKE'S HOUSING SOCIETY LIMITED ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

LEGAL AND ADMINISTRATIVE INFORMATION

Registered under the Co-operative and Community Benefit Societies Act 2014 and as a Housing Society under the Housing Act 1974

Registered and Administrative Office:

7 McMaster House Latimer Road Headington Oxford Ox3 7PX

Chairman:

Malcolm Fearn

Board of Management:

Jeremy Burgess Martin Mellors Helen Robinson Stephen Wain Peter Moore Jean King

Current Staff:

Head of Operations: Housing Support Officer: Activities Officer: Maintenance Officer: Jo Dancer Janet Blewiit Dawn Brennan Shane Roche

Staff Leavers:

Maintenance Officer/Caretaker:

Malcolm Parker (06/03/2024)

Solicitors:

Challenor Gardiner 29 New Inn Hall Street

Oxford OX1 2DH

Bankers:

Lloyds Bank Plc

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CHAIRMAN'S REPORT

FOR THE YEAR ENDED 31 MARCH 2024

I am pleased to report another year of steady progress.

The year has seen changes in both staff and trustees:

Two staff members left during the year - Malcolm Parker and Beverly Barrett. I would like to express my appreciation of the contribution they made to the smooth day to day running of St Luke's.

We have adjusted the job functions and made two appointments – Shane Roche as Maintenance Officer and Dawn Brennan as Activities Officer.

During the year one Trustee – Richard Eve- resigned. I take this opportunity to thank Richard for his contribution over the years particularly in terms of finance advice.

Three new Trustees joined during the year. Helen Robinson and Steve Wain joined the Board and bring with them a range of skills and experience. One – Peter Moore – regrettably had to stand down due to pressure of business.

The Social Housing Act 2023 brings changes to regulation and health and safety requirements amongst other things, which puts pressure on small housing providers such as us. However plans are in place to ensure we meet all requirements and have the necessary policies and procedures.

We budgeted for a range of improvements in the year including the Warden Control system, meeting all fire regulations, thermostatic radiator valves in all properties, water safety risk assessments, and a planned Preventative Maintenance contract. In addition there were unplanned repairs to the roof and the internal water system.

To improve the environment for our Residents we provided a seating garden area and continued the redecoration of all communal areas.

We continue to achieve near 100% occupancy with voids being filled on average within a week. This helped us reach our budget income and with control over expenditure, our financial position remains sound.

I have informed the Board of Trustees that I intend to stand down as Chairman at the AGM in 2025. This will give time to identify a replacement and ensure a smooth hand over.

My thanks to both staff and trustees for their contribution to the quality of service provided to residents.

Malcom Fearn

Chairman

Date: 10 /10 /2024

STATEMENT OF BOARD'S RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2024

The Co-operative and Community and Benefit Societies Act 2014 and registered social housing legislation require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Registered Social Landlord and of the surplus or deficit for that period. In preparing these financial statements the Board is required to:

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

The Board is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Registered Social Landlord and enable it to ensure that the financial statements comply with the Co-operative and Community Benefit Societies Ac 2014, Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing England in 2012. It has general responsibility for taking reasonable steps to safeguard the assets of the Registered Social Landlord and to prevent and detect fraud and other irregularities.

CRITCHLEYS

ST LUKE'S HOUSING SOCIETY LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE BOARD OF ST LUKE'S HOUSING SOCIETY LIMITED

Opinion

We have audited the financial statements of St Luke's Housing Society Limited (the 'society') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including 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 31 March 2024 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 *Auditor's 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 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

In auditing the financial statements, we have concluded that the board's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the society's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Board with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Board are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE BOARD OF ST LUKE'S HOUSING SOCIETY LIMITED

Matters on which we are required to report by exception

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

- the society has not kept proper books of account, and not maintained a satisfactory system of control over its transactions, in accordance wit the requirements of the legislation;
- the revenue account, any other accounts to which our report relates, and the balance sheet are not in agreement with the society's books of account; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Board

As explained more fully in the statement of board's responsibilities, the Board 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 Board 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 Board 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 Board either intend to cease operations, or have no realistic alternative but to do so.

Auditor's 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 auditor's 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities including fraud.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the society through discussions with directors and other management, and from our knowledge and experience;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the society.
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence where applicable; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE BOARD OF ST LUKE'S HOUSING SOCIETY LIMITED

We assessed the susceptibility of the society's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and

To address the risk of fraud through management bias and override of controls, we:

- · performed analytical procedures to identify any unusual or unexpected relationships;
- · tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- · reading the minutes of meetings of those charged with governance;
- · enquiring of management as to actual and potential litigation and claims;
- · reviewing relevant correspondence.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: https://www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the society'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 society'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 society and the society's members as a body for our audit work, for this report, or for the opinions we have formed.

Robert Kirtland (Senior Statutory Auditor) for and on behalf of Critchleys Audit LLP

15/11/2024

Chartered Accountants Statutory Auditor

Beaver House 23-38 Hythe Bridge Street Oxford OX1 2EP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Uı	nrestricted Ui	funds
	N - 4	2024	2023
	Notes	£	£
Income from: Turnover	2	222 205	207.246
	3	332,395	307,216
Investments	5	3,942	1,012
Total income		336,337	308,228
Expenditure on:			
Operating expenditure	4	293,780	208,951
Financing costs	9	13,358	14,394
Total expenditure		307,138	223,345
Net income for the year/			
Net movement in funds		29,199	84,883
Fund balances at 1 April 2023		752,704	667,821
Fund balances at 31 March 2024		781,905	752,704

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Share capital £	Designated £	General reserves £	Total £
Balance at 1 April 2022		11	172,869	494,941	667,821
Year ended 31 March 2023: Profit and total comprehensive income for the year			<u>-</u>	84,883	84,883
Balance at 31 March 2023		11	172,869	579,824	752,704
Year ended 31 March 2024:				22.122	
Profit and total comprehensive income for the year Issue of share capital		2	-	29,199 -	29,199 2
Balance at 31 March 2024		13	172,869	609,023	781,905
					=====

BALANCE SHEET

AS AT 31 MARCH 2024

		20:	24	202	23
	Notes	£	£	£	£
Fixed assets Tangible assets	13		1,126,091		1,103,613
Current assets Debtors Cash at bank and in hand	14	10,021 178,781		10,955 204,923	
Creditors: amounts falling due within one year	15	188,802		215,878	
Net current assets			129,312		151,219
Total assets less current liabilities			1,255,403		1,254,832
Creditors: amounts falling due after more than one year	16		(473,498)		(502,128)
Net assets			781,905 ———		752,704
Income funds Unrestricted funds - general					
Designated funds General unrestricted funds Share capital	17	172,869 609,023 13		172,869 579,824 11	
			781,905		752,704
			781,905		752,704

The notes on pages 9 to 15 form part of these financial statements.

The financial statements were approved by the Board on $\frac{10/10/2624}{}$

M Fearn

Trustee

Cloancer Itead of Operations.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Society information

St Luke's Housing Society Limited is a housing society limited by shares incorporated in England and Wales. The registered office is 7 McMaster House, Latimer Road, Headington, Oxford, OX3 7PX

1.1 Accounting convention

The financial statements of the group and association are prepared in accordance with UK Generally Accepted Accounting Practice (UK GAAP) including Financial Reporting Standard 102 (FRS 102) and the Housing SORP 2014: Statement of Recommended Practice for Registered Social Housing Providers and comply with the Accounting Direction for Private Registered Providers of Social Housing 2015.

The financial statements are prepared in sterling, which is the functional currency of the society. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Board have a reasonable expectation that the society has adequate resources to continue in operational existence for the foreseeable future. Thus the Board continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Funds

Unrestricted funds are available for use at the discretion of the Board in furtherance of their objectives.

Designated reserves are part of unrestricted reserves which have been earmarked by the Board for a particular purpose. Such designations may be reversed by future Board decisions. Expenditure cannot be directly set against designated reserves but is taken through the income and expenditure account. A transfer is then made from designated reserves as appropriate.

1.4 Income

Turnover comprises rental income receivable in the year and other services included at the invoiced value of goods and services supplied in the year and revenue grants receivable in the year.

Government grants includes grant receivable from the Homes and Communities Agency (the Homes England), local authorities, and other government organisations. A grant which does not impose specified future performance conditions is recognised as revenue when the grant proceeds are received or receivable.

A grant that imposes specified future performance-related conditions on the association is recognised only when these conditions are met. A grant received before the revenue recognition criteria are satisfied is recognised as a liability. For Social Housing Grant this means that the grant is recognised as revenue on completion of the property.

Grants due from government organisations or received in advance are included as current assets or liabilities.

Government grants received for housing properties are subordinated to the repayment of loans by agreement with the Homes England.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 Tangible fixed assets

Housing land and buildings:

Housing properties are properties held for the provision fo social housing or to otherwise provide social benefit. Housing properties are principally properties available for rent and are stated at cost less depreciation.

Completed housing properties are stated at cost less subsequent accumulated depreciation and accumulated impairment losses. Depreciation is provided on the total cost of buildings at 50 years straight line.

Capitalization policy:

Expenditure on housing properties which results in a substantial enhancement of economic benefits of the asset, such as a significant increase in the net rental stream over the life of the property, is capitalized.

Any works which do not result in a substantial enhancement of economic benefits of a property are charged to the income and expenditure account. This includes expenditure incurred to ensure that the property can maintain its existing level of net rental income or the standard of performance anticipated when the asset was first acquired or constructed or last replaced.

Other fixed assets:

Tangible fixed assets other than housing are capitalised at cost depreciation is charged to reflect the loss in value over the useful lives of the assets concerned. The following rates are used to estimate these lives:

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Buildings

Straight line over the length of the lease

Fixtures and fittings

5-15 years straight line

Computers equipment

3 years straight line

1.6 Financial instruments

Debtors:

Debtors are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Debtors classified as receivable within one year are not amortised.

Creditors:

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

2 Critical accounting estimates and judgements

In the application of the St Luke's Housing Society's accounting policies, the Board are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The key estimate in the year is depreciation of fixed assets over their useful life.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

3	Turnover		
		2024 £	2023 £
		_	-
	Service charges income	128,818	116,543
	Rent receivable net of identifiable service charges	181,551 22,026	168,647
	Government grants taken to income		22,026
		332,395 ———	307,216 ————
4	Operating expenditure		
		2024	2023
		£	£
	Staff costs	99,826	76,685
	Depreciation and impairment	23,561	23,061
	Management	24,539	14,956
	Services	74,502	67,243
	Planned and major repairs expenditure	56,214	14,915
	Routine maintenance	15,138	12,091
		293,780	208,951
5	Investments		,
		Unrestricted U	nroetricted
		funds	funds
		general	general 2023
		2024 £	2023 £
	Bank interest	3,942	1,012
	Interest receivable represents income from investments of surplus cash balances	in interest bearing	g accounts.
6	Accommodation under management		
	The number of units under management at the end of the year was 38 (2023: 38)	-	
7	Net movement in funds	2024 £	2023 £
	The net movement in funds is stated after charging/(crediting):	~	2
	Depreciation of owned tangible fixed assets	23,561	23,061
			

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

8 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Employees	4	4
	====	
Employment costs	2024	2023
	£	£
Wages and salaries	77,110	63,062
Social security costs	19,639	12,192
Other pension costs	3,077	1,431
		
	99,826	76,685
		=====

There were no employees whose annual remuneration was more than £60,000.

9 Financing costs

	Unrestricted Unrestric funds fui general gene 2024 2 £	
Interest on mortgage and loan Bank charges	13,332 26	14,267 127
	13,358 ———	14,394

10 Remuneration of the board of management

Members of the Board of Management act in a voluntary capacity and receive no remuneration. We have a policy allowing Board members to claim expenses for travelling/necessary care costs. In the year trustees claimed expenses of £39 (2023: £nil).

11 Taxation

The society pays no corporation tax on its surpluses because it is exempt.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

12	Other gains and losses			
			Unrestricted funds 2024	Unrestricted funds 2023
	Gains/(losses) upon:		£	£
	Issue of share capital		(2)	-
13	Tangible fixed assets	Buildings		Total
		£	fittings £	£
	Cost At 1 April 2023 Additions	1,879,975 -	289,419 46,039	2,169,394 46,039
	At 31 March 2024	1,879,975	335,458	2,215,433
	Depreciation and impairment At 1 April 2023 Depreciation charged in the year At 31 March 2024 Carrying amount At 31 March 2024 At 31 March 2023	793,019 14,298 807,317 1,072,658 1,086,956	9,263 282,025 53,433	1,065,781 23,561 1,089,342 1,126,091 1,103,613
	Social housing grant Recognised in the statement of comprehensive income Held as deferred income		2024 726,851 374,435	2023 704,825 396,461
	Total accumulated social housing grant received at 31 March		1,101,286	1,101,286
14	Debtors			
	Amounts falling due within one year:		2024 £	2023 £
	Rent arrears and service charges receivable Prepayments and accrued income		8,992 1,029	6,676 4,279
		•	10,021	10,955

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

15	Creditors: amounts falling due within one year			
			2024	2023
		Notes	£	£
	Loans	16	6,599	12,448
	Deferred income		· -	6,869
	Trade creditors		12,359	9,382
	Social housing grant received in advance		22,026	22,026
	Accruals and retention		18,506	13,934.
			59,490	64,659
16	Creditors: amounts falling due after more than one year			
			2024	2023
			£	£
	Bank loan		-	4,672
	Mortgage from Housing Corporation		121,089	123,021
	Social housing grant received in advance		352,409	374,435
			473,498	502,128
				

The Mortgage from Housing Corporation is repayable by equal annual installments until 2044, bearing interest at 10.25%. The current portion of the mortgage is £1,932 (2023: £1,748). The bank loan is repayable in monthly installments until August 2024, bearing interest at 6.5%. The current portion of the loan is is £4,667 (2023: £10,699).

17 Designated funds

The unrestricted funds of the society comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

Balance	Transfers	Balance at 1 April 2023	Transfers	Balance at 1 April 2022
	£	£	£	£
172,86	-	172,869	-	172,869
· 172,86	-	172,869		172,869

The designated funds represent:

i) A refurbishment fund that was designated for the future refurbishment and maintenance costs of flats. The transfers represent the current year's contribution towards the estimated future costs, which was made at the discretion of the board, and refurbishment costs incurred in the year.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

18 Related party transactions

There was £1,084 paid to a connected company for services during the year. (2023 - none).

19 Share Capital

2024 £	2023 £
13	11

Share Capital

20 Legislation under which the Society is incorporated

The Society is registered under the Co-operative and Community Benefit Societies Act 2014 and registered as a housing association with the Homes England.

21 Commitments

The Society had capital commitments of approximately £nil as at 31 March 2024 (2023: £nil).