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FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	NATIONAL SOCIETY FOR EDUCATION IN ART AND DESIGN	
Year ended:	30 SEPTEMBER 2013	
List no:	680T	
Head or Main Office:	3 MASONS WHARF POTLEY LANE CORSHAM WILTSHIRE SN13 9FY	
Website address (if available)	www.nsead.org	
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> (Click the appropriate box)
General Secretary:	LESLEY BUTTERWORTH	
Telephone Number:	01225 810 134	
Contact name for queries regarding	ANNE INGALL	
Telephone Number:	01225 810 134	
E-mail:	info@nsead.org	

PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.

Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 020 7210 3734

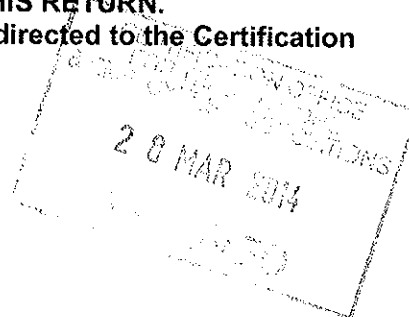
The address to which returns and other documents should be sent are:

For Unions based in England and Wales:

Certification Office for Trade Unions and Employers' Associations
22nd Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

For Unions based in Scotland:

Certification Office for Trade Unions and Employers' Associations
Melrose House, 69a George Street, Edinburgh EH2 2JG



(Revised February 2011)

NSEAD COUNCIL

Finance & General Purposes Committee

As at 30 September 2013

Andrew Mutter (Past President)

Susan Coles (President 2013-2014)

Ged Gast (Vice President)

Marlene Wylie (Vice President)

John Childs (Honorary Treasurer)

Lesley Butterworth (General Secretary)

RETURN OF MEMBERS

(see notes 10 and 11)

NUMBER OF MEMBERS AT THE END OF THE YEAR						
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS	
MALE	The society makes no distinction between male and female members.					
FEMALE						
TOTAL	1,862	16	4	51	A	1,933

Number of members included in totals box 'A' above for whom no home or authorised address is held:

	7
Number of members at end of year contributing to the General Fund	1,601

OFFICERS IN POST

(see note 12)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

RETURN OF CHANGE OF OFFICERS

Please complete the following to record any changes of officers during the twelve months covered by this return.

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date
President	A. Mutter	S. Coles	01/01/2013
President-Elect	S. Coles	-	01/01/2013
Vice President	S. Coles	M. Wylie	01/01/2013
Vice President	G. Gast	G. Gast	01/01/2013
Past President	-	A. Mutter	01/01/2013
Hon Treasurer	J. Childs	J. Childs	01/01/2013

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other union:

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

and names:

GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME		
From Members: Contributions and Subscriptions		194,362
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		
Investment income (as at page 12)		
Other Income		
Income from Federations and other bodies (as at page 4)	106,510	
Income from any other sources (as at page 4)	11,287	
Total of other income (as at page 4)		117,797
	TOTAL INCOME	312,159
EXPENDITURE		
Benefits to members (as at page 5)		18,773
Administrative expenses (as at page 10)		162,022
Federation and other bodies (specify)		
Publications	12,462	
CPD	14,979	
Skills in the Making	22,377	
AD Magazine expenses	22,021	
ATS	7,500	
CfSA	914	
iJADE	6,378	
Total expenditure Federation and other bodies		86,631
Taxation		0
	TOTAL EXPENDITURE	267,426
Surplus (deficit) for year		44,733
Amount of general fund at beginning of year		3,594
Amount of general fund at end of year		48,327

ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
Publications	10,731	
CPD	23,484	
Skills in the Making	30,716	
AD Magazine	8,249	
ATS	9,682	
IJADE	20,121	
CfSA	3,527	
TOTAL FEDERATION AND OTHER BODIES		106,510
Other income		
Dividends	11	
Miscellaneous income	1,105	
Website income	1,963	
Rent received	1,000	
Grants received	7,208	
TOTAL OTHER INCOME		11,287
TOTAL OF ALL OTHER INCOME		117,797

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		brought forward	18,773
		Education and Training services	
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications Membership activity & communication costs (see note 9 to the accounts)	18,773	Salary Costs	
Advisory Services		Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments			
carried forward	18,773	Total (should agree with figure in General Fund)	18,773

(See notes 24 and 25)

FUND 2		Fund Account	
Name:		£	£
Income			
From members			
Investment income (as at page 12)			
Other income (specify)			
	Total other income as specified		
	Total Income		
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

FUND 3		Fund Account	
Name:		£	£
Income			
From members			
Investment income (as at page 12)			
Other income (specify)			
	Total other income as specified		
	Total Income		
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

(See notes 24 and 25)

FUND 4		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
Amount of fund at the end of year (as Balance Sheet)			
Number of members contributing at end of year			

FUND 5		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
Amount of fund at the end of year (as Balance Sheet)			
Number of members contributing at end of year			

(See notes 24 and 25)

FUND 6		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
Amount of fund at the end of year (as Balance Sheet)			
Number of members contributing at end of year			

FUND 7		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
Amount of fund at the end of year (as Balance Sheet)			
Number of members contributing at end of year			

(see notes 26 to 31)

POLITICAL FUND ACCOUNT 1		To be completed by trade unions which maintain their own fund	
		£	£
Income	Members contributions and levies		
	Investment income (as at page 12)		
	Other income (specify)		
		Total other income as specified	
		Total income	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
		Total expenditure	
		Surplus (deficit) for year	
		Amount of political fund at beginning of year	
		Amount of political fund at the end of year (as Balance Sheet)	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	

POLITICAL FUND ACCOUNT 2		To be completed by trade unions which act as components of a central trade union	
		£	£
Income	Contributions and levies collected from members on behalf of central political fund		
	Funds received back from central political fund		
	Other income (specify)		
		Total other income as specified	
		Total income	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
		Total expenditure	
		Surplus (deficit) for year	
		Amount held on behalf of trade union political fund at beginning of year	
		Amount remitted to central political fund	
		Amount held on behalf of central political fund at end of year	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	

ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS

(see notes 32 and 33)

		£
Administrative Expenses		
Remuneration and expenses of staff		
Salaries and Wages included in above	£108,128	118,870
Auditors' fees		7,100
Occupancy costs		
Stationery, printing, postage, telephone, etc.		5,022
Expenses of Executive Committee (Head Office)		
Expenses of conferences		
Other administrative expenses (specify)		
Irrecoverable VAT		1,306
Miscellaneous		(66)
Bank Charges		3,258
Equipment hire		3,302
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		6,593
Mortgages		
Other loans		
Depreciation		7,360
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Rates, gas and electricity		2,366
Insurance		1,676
Repairs & maintenance		5,235
Total		162,022
Charged to:	General Fund (Page 3)	162,022
Total		162,022

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

Office held	Gross Salary	Employers N.I. contributions	Benefits			Total	
			Pension Contribution s £	Other Benefits			£
				Description	Value £		
General Secretary	£ 42,453	£ 4,811				47,264	

ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
		Total investment income	
		Credited to:	
		General Fund (Page 3)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
		Total Investment Income	

BALANCE SHEET as at 30 SEPTEMBER 2013

(see notes 47 to 50)

Previous Year		£	£
292,119	Fixed Assets (at page 14)		279,960
	Investments (as per analysis on page 15)		
	Quoted (Market value £ 270)		
	Unquoted		
	Total Investments		
	Other Assets		
	Loans to other trade unions		
5,515	Sundry debtors	15,412	
5,437	Cash at bank and in hand	16,468	
	Income tax to be recovered		
26,780	Stocks of goods	17,712	
	Others (specify)		
37,732	Total of other assets		49,592
329,851	TOTAL ASSETS		329,552
3,594	Fund (Account 1)		48,327
	Fund (Account)		
	Fund (Account)		
	Superannuation Fund (Account)		
	Political Fund (Account)		
	Revaluation Reserve		
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
220,651	Loans: Other		211,110
10,546	Bank overdraft		9,377
	Tax payable		
36,109	Sundry creditors		22,884
43,344	Accrued expenses		22,534
	Provisions		
15,607	Other liabilities: Subscriptions in advance		15,320
326,257	TOTAL LIABILITIES		281,225
329,851	TOTAL ASSETS		329,552

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings Leasehold £	Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
Cost or Valuation					
At start of year	290,486	41,651	14,771		346,908
Additions					
Disposals			(14,771)		(14,771)
Revaluation/Transfer s					
At end of year	290,486	41,651	0		332,137
Accumulated Depreciation					
At start of year	14,225	30,592	9,972		54,789
Charges for year	5,810	1,550	1,108		8,468
Disposals			(11,080)		(11,080)
Revaluation/Transfer s					
At end of year	20,035	32,142	0		52,177
Net book value at end of year	270,451	9,509	0		279,960
Net book value at end of previous year	276,261	11,059	4,799		292,119

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
3.5% War Stocks	Nil	
Other quoted securities (to be specified)		
TOTAL QUOTED (as Balance Sheet)	Nil	
Market Value of Quoted Investment	252	
UNQUOTED		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
TOTAL UNQUOTED (as Balance Sheet)		
Market Value of Unquoted Investments		

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	194,362		194,362
From Investments			
Other Income (including increases by revaluation of assets)	117,797		117,797
Total Income	312,159		312,159
EXPENDITURE (including decreases by revaluation of			
Total Expenditure	267,426		267,426
Funds at beginning of year (including reserves)	3,594		3,594
Funds at end of year (including reserves)	48,327		48,327
ASSETS			
Fixed Assets			279,960
Investment Assets			
Other Assets			49,592
Total Assets			329,552
LIABILITIES			
Total Liabilities			281,225
NET ASSETS (Total Assets less Total Liabilities)			48,327

NOTES TO THE ACCOUNTS

(see notes 72 and 73)

All notes to the accounts must be entered on or attached to this part of the return.

See attached notes to the financial statements.

ACCOUNTING POLICIES

(see notes 74 and 75)

See attached notes to the financial statements.

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u>Lesley Butterworth</u> Name: <u>LESLEY BUTTERWORTH</u> Date: <u>23 March 2014</u>	Chairman's Signature: <u>Susan M Coles</u> (or other official whose position should be stated) Name: <u>SUSAN M COLES</u> Date: <u>23rd March 2014</u>
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CHECK LIST

(see notes 78 to 80)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLOSED	<input type="checkbox"/>	TO FOLLOW	<input checked="" type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

AUDITOR'S REPORT

(see notes 81 to 86)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?
(See section 36(1) and (2) of the 1992 Act and notes 83 and 84)

YES

2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
- (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
 - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
 - (c) whether the accounts to which the report relates agree with the accounting records?
- (See section 36(3) of the 1992 Act, set out in note 83)

YES

3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
- (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
 - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
- (See section 36(4) of the 1992 Act set out in rule 83)

YES


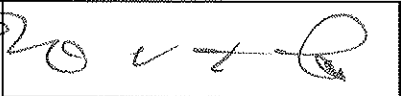
4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR21 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.
(See note 85)

See attached Auditor's Report.

AUDITOR'S REPORT (continued)

See attached Auditor's Report.

N.B. When notes to the accounts are referred to in the auditor's report a copy of those notes must accompany this return.

Signature(s) of auditor or auditors:		
Name(s):	HW Fisher & Company	
Profession(s) or Calling(s):	Chartered Accountants	
Address(es):	Acre House 11-15 William Road London NW1 3ER United Kingdom	
Date:	25 March	2014
Contact name and telephone number:	Sailesh Mehta 020 7388 7000	

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF THE NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

We have audited the financial statements of the National Society for Education in Art & Design for the year ended 30 September 2013, set out on pages 3 to 11. 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).

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

Respective responsibilities of the Society's Council and auditors

As explained more fully in the Statement of Responsibilities of the Council on page 1, the Council of the Society 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 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 Society's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Society's Council; and the overall presentation of the financial statements.

Opinion on financial statements

In our opinion the financial statements give a true and fair view of the state of the Society's affairs as at 30 September 2013 and of its income and expenditure for the year then ended.

Matters on which we are required to report by exception

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to report to you by exception in respect of the following matters if, in our opinion:

- A satisfactory system of control over transactions has not been maintained.
- The Society has not kept proper accounting records.
- The financial statements are not in agreement with the books of account.
- We have not received all the information and explanations we need for our audit.

We have nothing to report to you in respect of the above matters.

H W FISHER & COMPANY

Chartered Accountants

Statutory Auditor

Acre House

11-15 William Road, London

Dated: 5 February 2014

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

ACCOUNTING POLICIES

YEAR ENDED 30 SEPTEMBER 2013

Accounting convention

The financial statements have been prepared under the historical cost convention and follow all applicable Accounting Standards.

Going concern

The Society has taken action to reduce its overheads and obtain new sources of income. With the Society's plans to generate additional funds in the coming year, and with the continuing support of the bank, the Society has been able to meet its obligations. Accordingly, the accounts have been prepared on a going concern basis.

Subscriptions

Subscriptions are accounted for on an accruals basis.

Donations and Income

Donations and grants are accounted for on a receivable basis.

Stocks

Stocks are valued at the lower of cost and net realisable value. Cost includes all direct costs incurred in bringing the stocks to their present location and condition.

Depreciation

Depreciation is provided on all tangible fixed assets at rates estimated to write off the cost of each asset on a straight line basis over its expected useful life as follows:

Land and buildings	-	2% Straight line
Computer equipment	-	33% Straight line
Office furniture and equipment	-	10% Straight line
Motor vehicles	-	15% Straight line

Investments

Investments are stated at cost. Provision is made for any permanent diminution in value.

Operating Leases

Rental payments in respect of operating leases are charged to the income and expenditure account.

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 SEPTEMBER 2013

1 PUBLICATIONS

	2013 £	2012 £
Income		
Sale of publications	8,250	9,531
Royalties received	2,481	432
	<u>10,731</u>	<u>9,963</u>
Less: expenses		
Printing and purchases:		
Opening stock	26,780	32,832
Purchases	1,717	3,670
Closing stock	<u>(17,712)</u>	<u>(26,780)</u>
	10,785	9,722
Salaries	-	1,778
Insurance	-	430
Royalties	391	416
Printing, postage and carriage	96	471
Motor vehicle depreciation	1,108	2,216
Profit on sale of van	(1,726)	-
Van expenses	1,808	1,398
Sundry	-	229
	<u>12,462</u>	<u>16,660</u>
Deficit for the year	<u>(1,731)</u>	<u>(6,697)</u>

2 CPD

	2013 £	2012 £
Income		
Conferences	13,484	10,338
A New Direction	10,000	-
	<u>23,484</u>	<u>10,338</u>
Less: expenses		
Assistant General Secretary expenses	12	73
Conference expenses	9,767	16,709
A New Direction expenses	5,200	-
Miscellaneous	-	100
	<u>14,979</u>	<u>16,882</u>
Surplus/(Deficit) for the year	<u>8,505</u>	<u>(6,544)</u>

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2013

3 SKILLS IN THE MAKING

	2013 £	2012 £
Income		
Paul Hamlyn Foundation	30,375	10,125
Event booking fees	341	325
	<u>30,716</u>	<u>10,450</u>
Less: expenses		
Meeting costs	-	121
Co-ordinator fee	14,400	4,800
Co-ordinator expenses	1,398	166
Other expenses	6,579	31
	<u>22,377</u>	<u>5,118</u>
Surplus for the year	<u>8,339</u>	<u>5,332</u>

4 AD MAGAZINE

	2013 £	2012 £
Income		
Sale of publications	6,269	6,456
Advertising income	1,980	1,340
	<u>8,249</u>	<u>7,796</u>
Less: expenses		
Salaries	-	1,778
Design and printing	22,021	20,218
	<u>22,021</u>	<u>21,996</u>
Deficit for the year	<u>(13,772)</u>	<u>(14,200)</u>

5 ARTIST TEACHER SCHEME

	2013 £	2012 £
Income		
Grants received (ACE)	-	21,261
TDA Participant funding	9,682	27,121
	<u>9,682</u>	<u>48,382</u>
Less: expenses		
Fees and expenses	-	112
TDA Participant funding expenditure	7,500	44,175
	<u>7,500</u>	<u>44,287</u>
Surplus for the year	<u>2,182</u>	<u>4,095</u>

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 SEPTEMBER 2013

6	iJADE	2013 £	2012 £
	Income		
	Conference income	-	100
	Share of royalties	20,121	20,125
		<u>20,121</u>	<u>20,225</u>
	Less: expenses		
	Publication costs	3,400	17,479
	Other expenses	2,978	205
		<u>6,378</u>	<u>17,684</u>
	Surplus for the year	<u>13,743</u>	<u>2,541</u>
7	CfSA	2013 £	2012 £
	Income		
	Rent received	2,500	2,500
	Miscellaneous income	1,027	610
		<u>3,527</u>	<u>3,110</u>
	Less: expenses		
	Fees and expenses	147	245
	Legal and professional	767	400
	Telephone/fax/email	-	135
		<u>914</u>	<u>780</u>
	Surplus for the year	<u>2,613</u>	<u>2,330</u>
8	OTHER INCOME	2013 £	2012 £
	Miscellaneous income	1,105	829
	Dividends	11	11
	Website income	1,963	3,017
	Rent received	1,000	500
	Grants received	7,208	1,000
		<u>11,287</u>	<u>5,357</u>

Grants received includes amounts received from Ernest Cook Trust and Pearson Education.

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NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2013

9 MEMBERSHIP ACTIVITY AND COMMUNICATION COSTS

	2013 £	2012 £
Miscellaneous conferences and workshops	-	400
Printing, postage and stationery	87	1,809
Telephone, Fax & Email	2,931	3,232
F & GP and Council expenses	3,403	4,938
General Secretary's expenses (JS)	-	269
General Secretary's expenses (LB)	4,353	2,706
Assistant General Secretary's expenses (SL)	213	106
Assistant General Secretary's expenses (LB)	-	1,240
Sundry	138	-
Website costs	2,715	1,463
PD Board expenses	30	166
Curriculum Board expenses	1,050	666
Publications Board expenses	406	72
Books, subscriptions & donations	89	160
Advisory expenses (JS)	-	458
Legal and professional	3,172	461
Ballots	-	4,942
APFS	23	671
APPG	142	-
T.E.A	21	61
Salaries	-	3,477
	<u>18,773</u>	<u>27,297</u>

10 PREMISES AND EQUIPMENT COSTS

	2013 £	2012 £
Rates, gas and electricity	2,366	1,707
Insurance	1,676	1,814
Equipment hire	3,302	3,969
Repairs and maintenance	5,235	3,911
Bank loan interest	6,593	6,722
Depreciation	7,360	8,174
	<u>26,532</u>	<u>26,297</u>

11 ADMINISTRATION EXPENSES

	2013 £	2012 £
Printing, postage and stationery	5,022	9,328
Audit and accountancy	7,100	6,800
Bank charges	3,258	4,089
Irrecoverable VAT	1,306	6,793
Sundry expenses	(66)	132
Bad debts	-	325
	<u>16,620</u>	<u>27,467</u>

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2013

12 TANGIBLE FIXED ASSETS

	Land and buildings (long leasehold) £	Computer Equipment £	Publications van £	Office furniture and equipment £	Total £
Cost					
As at 1 October 2012	290,486	10,601	14,771	31,050	346,908
Disposals	-	-	(14,771)	-	(14,771)
As at 30 September 2013	<u>290,486</u>	<u>10,601</u>	<u>-</u>	<u>31,050</u>	<u>332,137</u>
Depreciation					
As at 1 October 2012	14,225	10,575	9,972	20,017	54,789
Charge for year	5,810	26	1,108	1,524	8,468
Disposal	-	-	(11,080)	-	(11,080)
As at 30 September 2013	<u>20,035</u>	<u>10,601</u>	<u>-</u>	<u>21,541</u>	<u>52,177</u>
Net book value					
As at 30 September 2013	<u>270,451</u>	<u>-</u>	<u>-</u>	<u>9,509</u>	<u>279,960</u>
As at 30 September 2012	<u>276,261</u>	<u>26</u>	<u>4,799</u>	<u>11,033</u>	<u>292,119</u>

13 INVESTMENTS

	Holding	Market Value 30 September		Cost 30 September	
		2013 £	2012 £	2013 £	2012 £
3.5% War Stock	300	252	292	-	-
		<u>252</u>	<u>292</u>	<u>-</u>	<u>-</u>

14 BANK LOAN

	2013 £	2012 £
Due within one year	9,939	9,646
Due in greater than one year	201,171	211,005
	<u>211,110</u>	<u>220,651</u>
Loan maturity analysis		
Less than one year	9,939	9,646
Within one to two years	10,101	9,803
Within two to five years	32,158	31,209
Greater than five years	158,912	169,993
	<u>211,110</u>	<u>220,651</u>

Secured by way of a fixed charge over the Society's Land and Buildings. Repayable in monthly instalments over a period of 20 years. Interest is payable at 2.5% above the Unity Trust Bank base rate.

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2013

15 FINANCIAL COMMITMENTS

At 30 September 2013 the Society had annual commitments under non-cancellable leases as follows:

	2013 £	2012 £
Office equipment		
Expiry date:		
In less than one year	1,798	136
Between one and two years	-	3,595
Between two and five years	-	-
	<u>1,798</u>	<u>3,731</u>

16 SALARY COSTS

	2013 £	2012 £
Salaries (excluding project officers):		
Officers	83,370	107,985
Staff	35,500	40,386
	<u>118,870</u>	<u>148,371</u>
Publications salaries	-	1,778
Trade Union	-	3,477
Start Magazine	-	1,778
	<u>118,870</u>	<u>155,404</u>

17 RELATED PARTY TRANSACTIONS

The President and the members of the Council do not receive any salary from the Society or any benefits. The President and the members of the Council are reimbursed for any expenditure incurred by them in the performance of their duties on behalf of the Society, as is the General Secretary. Separately, due to the specialist skills and experience held by the Society's Council members, the Society will, when the need arises, engage these individuals to perform work on its behalf. During the year the Society engaged the President to provide specialist services, the cost of which are presented as "A New Direction expenses" within Note 2 to the accounts.