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FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

SURGE

Year ended:

31 DECEMBER 2013

List no:

712 T

Head or Main Office:

SKIPTON BUILDING SOCIETY
HEAD OFFICE
THE BAILEY
SKIPTON
BD23 1DN

Website address (if available)

Has the address changed during
the
year to which the return relates?

Yes

No

(Click the appropriate box)

General Secretary:

BRIAN MCDAID

Telephone Number:

01756 705000

Contact name for queries
regarding

THE SHEPHERD PARTNERSHIP LIMITED

Telephone Number:

01756 799823

E-mail:

Chris@shepherdpartnership.com

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

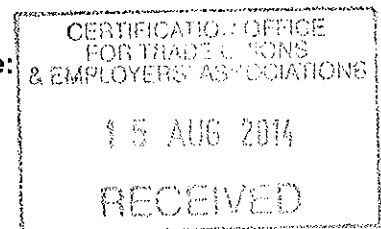
The address to which returns and other documents should be sent are:

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)

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	390	29			419
FEMALE	686	63			749
TOTAL	1,076	92			A 1,168

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

Number of members at end of year contributing to the General Fund

1,168

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

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		54,656
From Members: Other income from members (specify)		
Total other income from members		54,656
Total of all income from members		
Investment income (as at page 12)		
Other Income		31
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)		
Total of other income (as at page 4)		31
		54,687
	TOTAL INCOME	
EXPENDITURE		
Benefits to members (as at page 5)		950
Administrative expenses (as at page 10)		47,532
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		48,482
Taxation		6
	TOTAL EXPENDITURE	48,488
		6,199
Surplus (deficit) for year		
		40,460
Amount of general fund at beginning of year		
		46,659
Amount of general fund at end of year		

ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
TOTAL FEDERATION AND OTHER BODIES		
Other income		
TOTAL OTHER INCOME		
TOTAL OF ALL OTHER INCOME		

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		brought forward	
		Education and Training services	
Representation – Non Employment Related Issues			
		Negotiated Discount Services	
Communications			
		Salary Costs	
Advisory Services			
		Other Benefits and Grants (specify)	
Dispute Benefits		<i>Prize and Xmas Draws</i>	950
Other Cash Payments			
carried forward		Total (should agree with figure in General Fund)	950

(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	£	
Auditors' fees		1,200
Legal and Professional fees		685
Occupancy costs		
Stationery, printing, postage, telephone, etc.		1,261
Expenses of Executive Committee (Head Office)		
Expenses of conferences		12,316
Other administrative expenses (specify)		22,230
<i>Network Subscription</i>		<i>5,777</i>
<i>Secondment fees</i>		<i>3,348</i>
<i>TUC Affiliation fees</i>		<i>500</i>
<i>Allowance for finance fees</i>		
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		165
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Total		47,532
Charged to:	General Fund (Page 3)	47,532
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
Total		47,532

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 £	

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			3,
Other investment income (specify)			
			3,
		Total investment income	3,
		Credited to:	
		General Fund (Page 3)	3,
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
		Total Investment Income	3,

BALANCE SHEET as at 31 DECEMBER 2013

(see notes 47 to 50)

Previous Year		£	£
	Fixed Assets (at page 14)		329
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		33,849
	Unquoted		
	Total Investments		34,178
	Other Assets		
	Loans to other trade unions		
	Sundry debtors		
	Cash at bank and in hand		23,426
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Total of other assets		23,426
	TOTAL ASSETS		57,604
	Fund (Account)		
	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		
	Loans: Other		
	Bank overdraft		
	Tax payable		
	Sundry creditors		
	Accrued expenses		10,945
	Provisions		
	Other liabilities		
	TOTAL LIABILITIES		10,945
	TOTAL ASSETS		46,659

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold	Leasehold				
Cost or Valuation						
At start of year			370			370
Additions			421			421
Disposals						
Revaluation/Transfer s						
At end of year			791			791
Accumulated Depreciation						
At start of year			297			297
Charges for year			165			165
Disposals						
Revaluation/Transfer s						
At end of year			462			462
Net book value at end of year						
			329			329
Net book value at end of previous year						
			73			73

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
TOTAL QUOTED (as Balance Sheet)		
Market Value of Quoted Investment		
UNQUOTED Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies	33,849	
Other unquoted investments (to be specified)		
TOTAL UNQUOTED (as Balance Sheet)	33,849	
Market Value of Unquoted Investments	33,849	

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	54,656		54,656
From Investments	31		31
Other Income (including increases by revaluation of assets)			
Total Income	54,687		54,687
EXPENDITURE (including decreases by revaluation of assets)	48,488		48,488
Total Expenditure	48,488		48,488
Funds at beginning of year (including reserves)	40,460		40,460
Funds at end of year (including reserves)	46,659		46,659
ASSETS			
Fixed Assets			329
Investment Assets			33,829
Other Assets			23,426
		Total Assets	57,604
LIABILITIES		Total Liabilities	10,945
NET ASSETS (Total Assets less Total Liabilities)			46,659

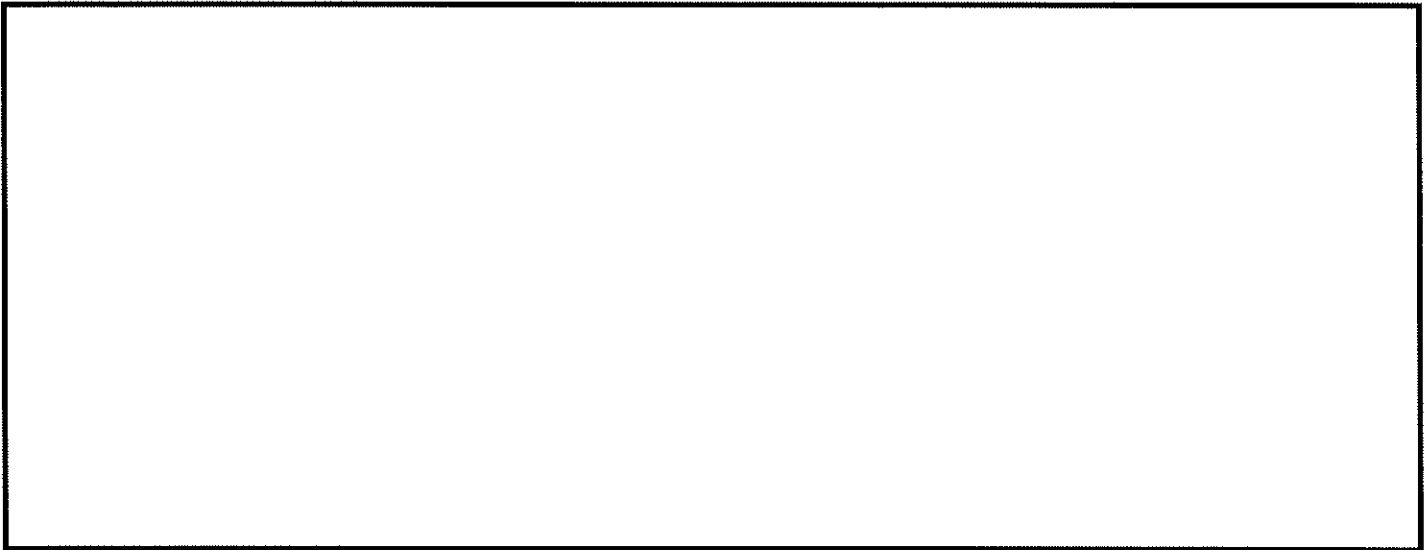
NOTES TO THE ACCOUNTS

(see notes 72 and 73)

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

ACCOUNTING POLICIES



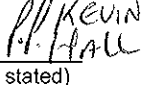
(see notes 74 and 75)



SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: <u>BRIAN STOTT</u> Date: <u>11 AUGUST 2014</u>	Vice Chairman's Signature: <u></u> <u></u> (or other official whose position should be stated) Name: <u>BRIAN MCDIVID</u> Date: <u>11 AUGUST 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)	ENCLOSE D	<input checked="" type="checkbox"/>	TO FOLLOW	<input 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/NO

If "No" please explain below.

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/NO

If "No" please explain below.

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/NO

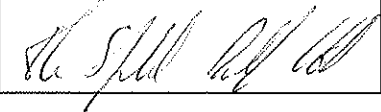
If "No" please explain below.

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 ACCOUNTS

AUDITOR'S REPORT (continued)

SEE ATTACHED ACCOUNTS

Signature(s) of auditor or auditors:		
Name(s):	The Shepherd Partnership Limited	
Profession(s) or Calling(s):	CHARTERED ACCOUNTANTS	
Address(es):	ROSE WALK SKIPTON BD23 1ED	
Date:	7 August 2014	
Contact name and telephone number:	ADAM DUTTON 01756 799823	

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

SURGE

The Bailey, Harrogate Road, Skipton, North Yorkshire, BD23 1DN

Officers Year Ended 31 December 2013

General Secretary	Brian McDaid
1 st Deputy General Secretary	Peter Billington
2 nd Deputy General Secretary	Kevin Hall
3 rd Deputy General Secretary	Lisa Robinson
Secretary	Brian Stott
Treasurer	Robert O'Dwyer

SURGE

**The Bailey
Skipton
BD23 1DN**

**Financial Statements
for the year ended 31 December 2013**

The Shepherd Partnership Limited
Chartered Accountants
Registered Auditors

Rope Walk
Skipton
BD23 1ED

SURGE
Independent Auditors' Report
to the members of The Skipton Staff Association

We have audited the financial statements of SURGE for the year ended 31 December 2013 which comprise the Income and Expenditure Account, the Balance Sheet and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Generally Accepted Accounting Practice.

Respective responsibilities of members and auditors

As explained more fully in The Statement of Committee of Management's Responsibilities the Committee 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 on 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; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Statement to Members to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

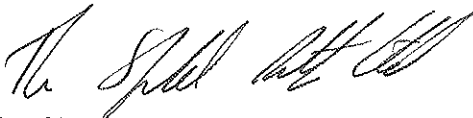
In our opinion the financial statements:

- Give a true and fair view of the state of the association's affairs as at 31 December 2013 and of its income and expenditure for the year then ended; and
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and with the Trade Union and Labour Relations (Consolidation) Act 1992.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidated) Act 1992 requires 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 income and expenditure account to which our report relates, and the balance sheet are not in agreement with the books of account of the association.
- we have not obtained all the information and explanations necessary for the purposes of our audit.



The Shepherd Partnership Limited

Chartered Accountants
Registered Auditor

Rope Walk
Skipton
BD23 1ED

7 August 2014

SURGE

Statement to members under Section 32A (6) (a) of the Trade Union and Labour Relations (Consolidation) Act 1992 as amended by the Employment Relations Act 1999

A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice.

SURGE
Statement of Committee of Management's Responsibilities

Law requires the committee of management to prepare financial statements for each financial year which give a true and fair view of the state of the union's affairs and of the profit or loss of the union for that period. In preparing those financial statements, the committee is 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 union will continue.


The committee is responsible for keeping records which disclose with reasonable accuracy at any time the financial position of the union and to enable them to ensure that the financial statements comply with the provisions of the Trade Union and Labour Relations (Consolidated) Act 1992.

SURGE
Balance Sheet as at
31 December 2013

	2013		2012	
	£	£	£	£
Fixed Assets				
Computer equipment	791		370	
Less depreciation	<u>462</u>		<u>297</u>	
		329		73
Current assets				
SBS Account	33,849		43,891	
HSBC Account	<u>23,426</u>		<u>3,027</u>	
		57,275		46,918
Less current liabilities				
Creditors	<u>10,945</u>		<u>6,531</u>	
		10,945		6,531
		<u>46,659</u>		<u>40,460</u>
Represented by:				
General fund		<u>46,659</u>		<u>40,460</u>

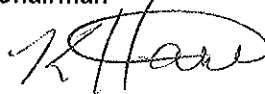
These financial statements were approved by the SURGE committee on 6 August 2014

Secretary



B Stott

Chairman



B McDaid

P.P. Kevin Hall

SURGE
Income and Expenditure Account
for the year ended 31 December 2013

	2013				2012	
Income	£	£	£	£	£	£
Subscriptions	54,656			49,433		
AIG premiums collected	10,370			11,131		
	<u>65,026</u>			<u>60,564</u>		
Less AIG premiums payable	<u>10,370</u>			<u>11,131</u>		
			54,656			49,433
Gross interest on investments			<u>31</u>			<u>45</u>
			<u>54,687</u>			<u>49,478</u>
Prize and xmas draws		950			1,016	
Accountancy		1,200			1,260	
Registered office fee		60			60	
SBS fees		250			250	
Chairman's secondment fees		5,777			2,667	
Meeting expenses and training		12,316			10,880	
Network subscriptions		22,230			21,960	
Solicitors costs		375			1,095	
Information costs		1,261			2,474	
TUC Affiliation fees		3,398			3,463	
Alliance for finance fees		500			500	
Bank charges		-			16	
Depreciation		165			37	
Sundry		-			123	
			<u>48,482</u>			<u>45,801</u>
			<u>6,205</u>			<u>3,677</u>
Tax deducted on investment interest		-	6		-	9
			<u>6,199</u>			<u>3,668</u>
Excess of income over expenditure			6,199			3,668
General fund brought forward			40,460			36,792
General fund carried forward			<u><u>46,659</u></u>			<u><u>40,460</u></u>