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FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:

ANGUS & KINCARDINE MASTER PLUMBER'S
ASSOCIATION

Year ended:

31ST DECEMBER 2012

List No:

5151

Head or Main Office:

BELLEVUE HOUSE
22 HOPETOUN STREET
EDINBURGH
EH7 4GH

Website address (if available)

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

Yes

No

(Tick as appropriate)

General Secretary:

MR PAUL ROBERTS

Contact name for queries
regarding
the completion of this return:

FIONA HODGSON

Telephone Number:

0131 556 0600

e-mail:

fiona.hodgson@snipef.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 Office as below or by telephone to: 020 7210 3734

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

For Employers' Associations based in England and Wales:
Certification Office for Trade Unions and Employers' Associations
22nd Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

For Employers' Associations based in Scotland:
Certification Office for Trade Unions and Employers' Associations
Melrose House, 169 George Street, Edinburgh EH2 2JG

FOR TRADE UNIONS
& EMPLOYERS' ASSOCIATIONS

04 JUL 2013

RECEIVED

[Signature]
Certified a True Copy
of the Original

(Revised February 2011)

RETURN OF MEMBERS

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
19				19

OFFICERS IN POST

(see note 10)

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.

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 of Change

ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

ANGUS & KINCARDINE MASTER PLUMBERS' ASSOCIATION

OFFICERS IN POST

Chairman:- Brian Warrender

Secretary:- Paul Roberts

REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year			£	£
	INCOME			
1,650	From Members	Subscriptions, levies, etc	1,424	
0	Investment income	Interest and dividends (gross)	0	
0		Bank interest (gross)	0	
0		Other (specify)	0	
				1,424
0	Other income	Rents received	0	
0		Insurance commission	0	
0		Consultancy fees	0	
0		Publications/Seminars	0	
0		Miscellaneous receipts (specify)		
0		Surplus on Dinner	629	
				629
		TOTAL INCOME		2,053
	EXPENDITURE			
	Administrative expenses			
0		Remuneration and expenses of staff	0	
0		Occupancy costs	0	
210		Printing, Stationery, Post	220	
0		Telephones	0	
0		Legal and Professional fees	0	
0		Miscellaneous (specify)	0	
1,327		Secretarial Fee	1,327	
				1,547
12	Other charges	Bank charges	16	
0		Depreciation	0	
0		Sums written off	0	
0		Affiliation fees	0	
0		Donations	300	
368		Conference and meeting fees	407	
0		Expenses	0	
0		Miscellaneous (specify)	0	
				723
380	Taxation			0
0				
1,917		TOTAL EXPENDITURE		2,270
(267)		Surplus/Deficit for year		(217)
4,537		Amount of fund at beginning of year		4,270
4,270		Amount of fund at end of year		4,053

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND
(see notes 17 to 18)

ACCOUNT 2		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	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)		

ACCOUNT 3		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	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)		

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 4		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	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)		

ACCOUNT 5		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	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)		

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 6		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	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)			

ACCOUNT 7		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	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)			

BALANCE SHEET AS AT 31ST DECEMBER 2012

1
(see notes 19 and 20)

Previous Year		£	£
0	Fixed Assets (as at page 11)	0	
	Investments (as per analysis on page 13)		
0	Quoted (Market value £)	0	
0	Unquoted	0	
	Total Investments		0
	Other Assets		
0	Sundry debtors	625	
5,617	Cash at bank and in hand	4,823	
0	Stocks of goods	0	
0	Others (specify)	0	
	Total of other		5,448
	assets		
5,617		TOTAL ASSETS	5,448
4,270	Fund (Account)		4,053
0	Fund (Account)		0
0	Fund (Account)		0
0	Revaluation Reserve		0
	Liabilities		
0	Loans	0	
0	Bank overdraft	0	
0	Tax payable	0	
1,347	Sundry creditors	1,395	
0	Accrued expenses	0	
0	Provisions	0	
0	Other liabilities	0	
1,347		TOTAL LIABILITIES	1,395
5,617		TOTAL ASSETS	5,448

FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
COST OR VALUATION				
At start of period				
Additions during period				
Less: Disposals during period				
Less: DEPRECIATION:				
Total to end of period				
BOOK AMOUNT at end of period				
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
AS BALANCE SHEET				

ANALYSIS OF INVESTMENTS

(see note 22)

		Other Funds £
QUOTED	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Quoted Investments	
UNQUOTED	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Unquoted Investments	

* Market value of investments to be stated where these are different from the figures quoted in the balance sheet

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 23 to 25)

Does the association, or any constituent part of the association, have a controlling interest in any limited company?		YES	NO
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
INCORPORATED EMPLOYERS' ASSOCIATIONS			
Are the shares which are controlled by the association registered in the association's name		YES	NO
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		
UNINCORPORATED EMPLOYERS ASSOCIATIONS			
Are the shares which are controlled by the association registered in the names of the association's trustees?		YES	NO
If NO, state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

SUMMARY SHEET

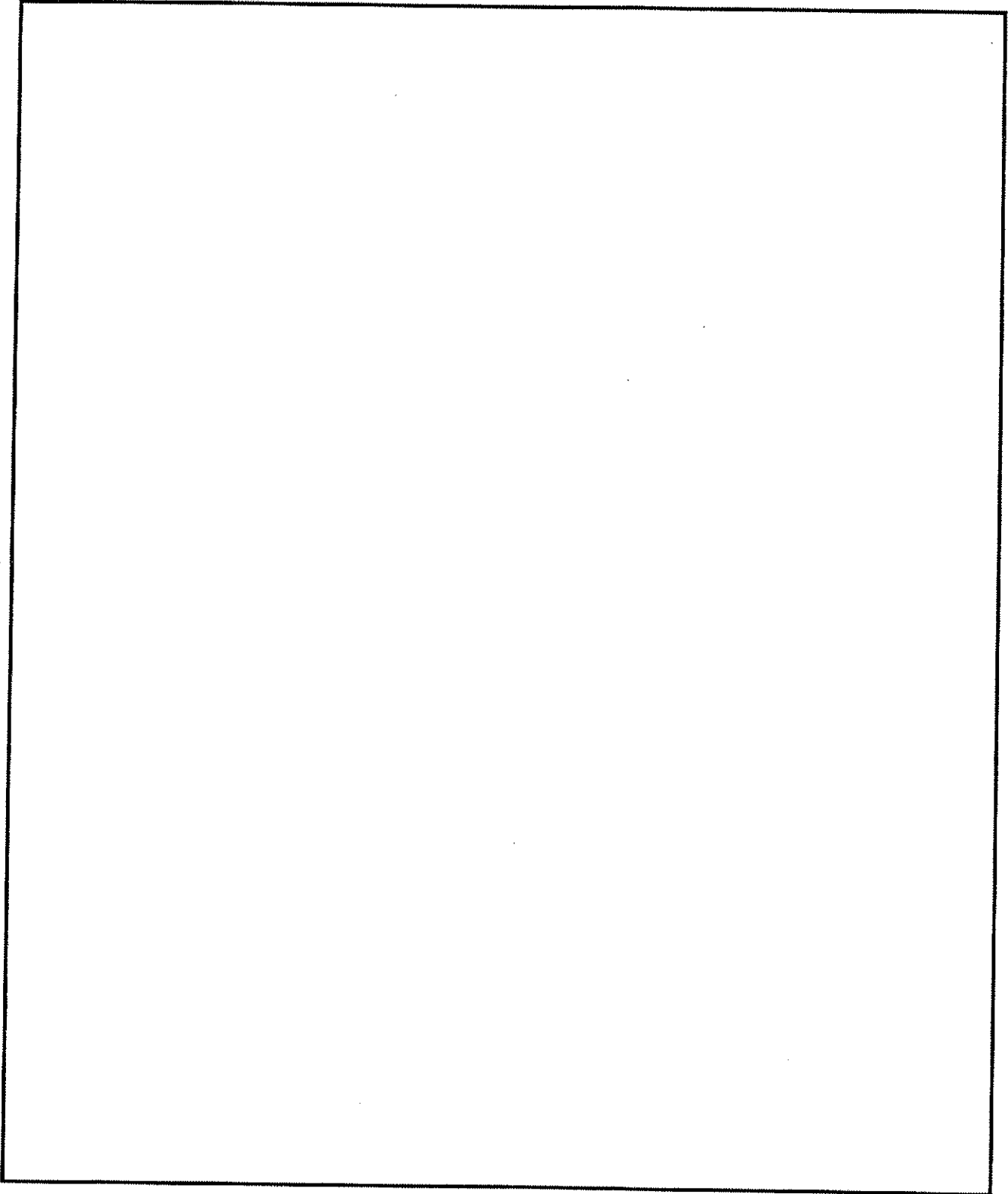
(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	1,424	0	1,424
From Investments	0	0	0
Other Income (including increases by revaluation of assets)	629	0	629
Total Income	2,053	0	2,053
EXPENDITURE (including decreases by revaluation of assets)	2,270	0	2,270
Total Expenditure	2,270	0	2,270
Funds at beginning of year (including reserves)	4,270	0	4,270
Funds at end of year (including reserves)	4,053	0	4,053
ASSETS			
Fixed Assets			0
Investment Assets			0
Other Assets			5,448
		Total Assets	5,448
LIABILITIES			
		Total Liabilities	1,395
NET ASSETS (Total Assets less Total Liabilities)			4,053

NOTES TO THE ACCOUNTS

(see note 36)

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

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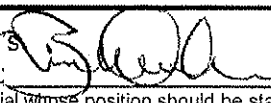
ACCOUNTING POLICIES

(see notes 37 and 38)

SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: <u>P.K. ROBERTS</u> Date: <u>23 APRIL 2013</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>BRIAN WARRENDER</u> Date: <u>23RD APRIL 2013</u>
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CHECK LIST

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 3)	YES	√	NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 3)	YES	√	NO	
HAS THE RETURN BEEN SIGNED? (see Note 38)	YES	√	NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES	√	NO	
IS A RULE BOOK ENCLOSED? (see Note 40)	YES	√	NO	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Notes 6 and 25 to 34)	YES	√	NO	

AUDITOR'S REPORT

(see notes 42 to 47)

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 43 and 44)

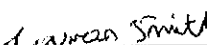

YES
2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
 - (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
 - (b) whether it has maintained 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 43)

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 note 43)

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 AR27 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 45)

AUDITOR'S REPORT (continued)

In our opinion the Accounts show a true and fair view of matters to which they relate as at 31st December 2012.

Signature(s) of auditor or auditors:		
Name(s):	Lauren Smith	Amanda Sanderson
Profession(s) or Calling(s):		
Address(es):	Bellevue House 22 Hopetoun Street Edinburgh EH7 4GH	Bellevue House 22 Hopetoun Street Edinburgh EH7 4GH
Date:	30 May 2013	30 May 2013
Contact name and telephone number:	0131 556 0600	0131 556 0600