- DO NOT STAPLE
- PRINT ON ONE SIDE ONLY

## **FORM AR21**

Trade Union and Labour Relations (Consolidation) Act 1992

#### **ANNUAL RETURN FOR A TRADE UNION**

Name of Trade Union:	Federation of Professional Railway Staff
Year ended:	31 December 2013
List no:	C0   658T
Head or Main Office:	71 Heronswood Drive, Spondon, Derby, DE21 7AX c/o 57 Ashbury Road, Battersea, London, SW11 5UL
Website address (if available)	
Has the address changed during the year to which the return relates?	Yes No X (Click the appropriate box)
General Secretary:	Lester E A Fuller
Telephone Number:	02076525879
Contact name for queries regarding	
Telephone Number:	As above
E-mail:	leafuller57@aol.com
DI EASE EOI LOW THE CHIDANOE NOT	

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 22<sup>nd</sup> 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)

# The Federation of Professional Railway Staff Year ended 31 December 2013

## Schedule of Officers in Post during the Year ended 31 December 2013

George Brown

Chairman

Lester Fuller

Secretary

Sidney Craddock

Treasurer and Membership Secretary

#### **RETURN OF MEMBERS**

(see notes 10 and 11)

		NUMBER OF ME	MBERS AT THE	E END OF THE YEA	R	
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	Т	OTALS
MALE	54					54
FEMALE	9					9
TOTAL	63				Α	63

Number of members included in totals box 'A' above for whom no home or authorised address is held:	4
Number of members at end of year contributing to the General Fund	63

## **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 is 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
xx	xx	XX	xx
E .			

State	whether the union is:		
a.	A branch of another trade union?	Yes	No X
	If yes, state the name of that other union:		
b.	A federation of trade unions?	Yes	No X
union	If yes, state the number of affiliated		
	and names:		

# **GENERAL FUND**

(see notes 13 to 18)

INCOME   From Members: Contributions and Subscriptions   3,452		£	£
Total other income from members (specify)  Total of all income from members Investment income (as at page 12) Other Income 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)  Total of other income (as at page 4)  EXPENDITURE Benefits to members (as at page 5) Administrative expenses (as at page 10) Federation and other bodies (specify)  Total expenditure Federation and other bodies Taxation  TOTAL EXPENDITURE  Surplus (deficit) for year  Amount of general fund at beginning of year			345)
Total of all income from members Investment income (as at page 12)  Other Income 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)  EXPENDITURE  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  Total expenditure Federation and other bodies	·		-
Total of all income from members Investment income (as at page 12)  Other Income 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)  EXPENDITURE  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  Total expenditure Federation and other bodies			
Total of all income from members Investment income (as at page 12)  Other Income 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)  EXPENDITURE  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  Total expenditure Federation and other bodies			
Total of all income from members Investment income (as at page 12)  Other Income 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)  EXPENDITURE  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  Total expenditure Federation and other bodies			
Total of all income from members Investment income (as at page 12)  Other Income 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)  EXPENDITURE Benefits to members (as at page 5) Administrative expenses (as at page 10) Federation and other bodies (specify)  Total expenditure Federation and other bodies Taxation  Total expenditure Federation and other bodies	Total other income from members		3 450
Other Income 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)  EXPENDITURE Benefits to members (as at page 5) Administrative expenses (as at page 10) Federation and other bodies (specify)  Total expenditure Federation and other bodies Taxation  TOTAL EXPENDITURE  Surplus (deficit) for year  Amount of general fund at beginning of year  Amount of general fund at accord of year	Total of all income from members		3, 4,3 1
Other Income 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)  EXPENDITURE  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation	Investment income (as at page 12)		131
Total of other income (as at page 4)  Total of other income (as at page 4)  EXPENDITURE  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  Total expenditure Federation and other bodies  Total expension and other bodies  Total expension and other bodies  Total expension and othe	Other Income		•
Total of other income (as at page 4)  EXPENDITURE  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  Total expenditure  Formula expenditure  Total expenditu	Income from Federations and other bodies (as at page 4)		\
TOTAL INCOME  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  TOTAL EXPENDITURE  7, 34, 8  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year	Income from any other sources (as at page 4)		
TOTAL INCOME  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  TOTAL EXPENDITURE  7, 34, 8  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year			
TOTAL INCOME  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  TOTAL EXPENDITURE  7, 34, 8  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year	Total of other income (as at page 4)		
EXPENDITURE  Benefits to members (as at page 5)  Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  TOTAL EXPENDITURE  7, 348  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year	, ,	TOTAL INCOME	
Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  TOTAL EXPENDITURE  7, 348  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year	EXPENDITURE	TOTAL INCOME	3,383
Administrative expenses (as at page 10)  Federation and other bodies (specify)  Total expenditure Federation and other bodies  Taxation  TOTAL EXPENDITURE  7, 348  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year	Benefits to members (as at page 5)		g.comes
Total expenditure Federation and other bodies Taxation  TOTAL EXPENDITURE 7, 348  Surplus (deficit) for year  Amount of general fund at beginning of year  Amount of general fund at and of year			7.34.8
Total expenditure Federation and other bodies  Taxation  TOTAL EXPENDITURE  7,348  Surplus (deficit) for year  (3,765)  Amount of general fund at beginning of year			( )
Taxation  TOTAL EXPENDITURE  7, 34.8  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year  Amount of general fund at and of year			
Taxation  TOTAL EXPENDITURE  7, 34.8  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year  Amount of general fund at and of year			
Taxation  TOTAL EXPENDITURE  7, 34.8  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year  Amount of general fund at and of year			
Taxation  TOTAL EXPENDITURE  7, 34.8  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year  Amount of general fund at and of year	Total expenditure Federation and other bodies		tong you a con-
TOTAL EXPENDITURE 7, 348  Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year  Amount of general fund at and of year			•
Surplus (deficit) for year  (3, 765)  Amount of general fund at beginning of year  (3, 765)			
Amount of general fund at beginning of year  Amount of general fund at and of year	TOTA	L EXPENDITURE	7, 348
Amount of general fund at beginning of year  Amount of general fund at and of year	Surplus (deficit) for year		(2 715)
Amount of general fund at and of years	· · · ·		(3, 163)
Amount of general fund at and of years	Amount of general fund at beginning of year		128, 655
Amount of general fund at end of year			
	Amount of general fund at end of year		124,890

# ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		California
TOTAL FEDERATION AND	OTHER BODIES	Acang
Other income		
TOTAL	OTHER INCOME	*hubupd
TOTAL OF ALL	OTHER INCOME	rakkug

# ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation –		brought forward	
Employment Related Issues		Education and Training services	<b>(</b>
Representation – Non Employment Related Issues			
		Negotiated Discount Services	g anton
Communications			
		Salary Costs	**************************************
Advisory Services			
Dispute Benefits	<b>СМ</b> анца	Other Benefits and Grants (specify)	· passagener
Other Cash Payments			
carried forward	T- (33a)	Total (should agree with figure in General Fund)	Company Compan

(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 specifi	ed
	Total Incor	ne –
Expenditure	Benefits to members Administrative expenses and other expenditure (as at page	V salang
	10) Total Expenditu	ire
	Surplus (Deficit) for the ye	ear ~
	Amount of fund at beginning of ye	ear
	Amount of fund at the end of year (as Balance She	et)
	Number of members contributing at end of ye	ar –

FUND 3			Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		v Prilings
	Other income (specify)		·~~ca
	Total other inco	me as specified	- 64,6
		Total Income	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	To	otal Expenditure	
	Surplus (Def	icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	p
	Number of members contributin	g 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 incon	ne as specified	وست
		Total Income	when the same of t
Expenditure			
•	Benefits to members		Sarry
	Administrative expenses and other expenditure (as at page 10)		*en/dag
	· L	tal Expenditure	*era
	Surplus (Defic	cit) for the year	~~ <u></u>
	Amount of fund at be	-	- And Andrew
	Amount of fund at the end of year (as I	Balance Sheet)	.ama
***************************************	Number of members contributing	at end of year	/w_

FUND 5		Fund Acc	oun
Name:	£	£	
Income			
	From members	· ******	
	Investment income (as at page 12)	~~~	
	Other income (specify)		
	Total other income as spec	ified	
	Total Inc	ome	
Expenditure			
•	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)	ransa	
	Total Expendi	ture	
	Surplus (Deficit) for the	year	
	Amount of fund at beginning of	year ~	
	Amount of fund at the end of year (as Balance Sh	neet)	
	Number of members contributing at end of	year	***********

FUND 6		Fund Account
Name:	£	£
Income		
From members		
Investment income (as at page 12)		/Aug.
Other income (specify)		- Andrea
Total other inco	me as specified	~
	Total Income	·*erap
Expenditure		
Benefits to members		ruma
Administrative expenses and other expenditure (as at page 10)		*****
To	otal Expenditure	
	icit) for the year	****
Amount of fund at bo		-,
Amount of fund at the end of year (as	Balance Sheet)	
Number of members contributin	g at end of year	

FUND 7			Fund Account
Name:		£	£
Income			
	From members		~~
	Investment income (as at page 12)		******
	Other income (specify)		-Anne
	Total other income	as specified	~~_
	T	otal Income	- 4078
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		~*ces
	·	Expenditure	Viewiga
	Surplus (Deficit)	for the year	- Mod
	Amount of fund at begin		******
	Amount of fund at the end of year (as Ba	lance Sheet)	~
	Number of members contributing at	t end of year	- mart

(see notes 26 to 31)

POLITICAL FU	JND ACCOUNT 1 To be completed by trade unions w	hich maintain their ov	vn fund
		f f	£
ncome	Members contributions and levies		
	Investment income (as at page 12) Other income (specify)		
	Total othe	r income as specified	* 2000
		Total income	~~~
Expenditure			<del></del>
•	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		**************************************
	Administration expenses in connection with political objects (specify)		Pinnag
	Non-political expenditure		· Anae
		Total expenditure	****
	Su	plus (deficit) for year	****
	Amount of political fund	at beginning of year	~
	Amount of political fund at the end of year	r (as Balance Sheet)	
	Number of members at end of year contributing	g to the political fund	****
	Number of members at end of the year not contributing	· · · -	- 1844
Number of mer political fund	mbers at end of year who have completed an exemption notice and do not therefor		**************************************

		f	t
ncome	Contributions and levies collected from members on behalf of central political fund		\ Prop
	Funds received back from central political fund		****
	Other income (specify)		****
	Total other i	ncome as specified	
		Total income	· Vina
ιpenditure			
	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		*****
	Administration expenses in connection with political objects (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		ima
		Total expenditure	
	Surp	lus (deficit) for year	-de-r
	Amount held on behalf of trade union political fund a	t beginning of year	
	Amount remitted to o	entral 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	
lumber of me	embers at end of year who have completed an exemption notice and do not therefore		,*********

# 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	Name A
Auditors' fees	2,000
Legal and Professional fees	1,060
Occupancy costs	ere e
Stationery, printing, postage, telephone, etc.	100
Expenses of Executive Committee (Head Office)	206
xpenses of conferences	cum
Other administrative expenses (specify)	
DIALLES, BADGES, TIES	3, \$27 331
Other Outgoings	
Interest payable:	
Bank loans (including overdrafts)	e3Ne00aa
Mortgages	
Other loans	~610)
Depreciation	4
Taxation	26
,	
Outgoings on land and buildings (specify)	g acrosses
Other outgoings (specify) INTALULENT OF FIXED ASSETS INTALULENT OF STOCK	36 58
Total	7,348
Charged to: General Fund (Page 3)	7,348
Fund (Account )	5000000
Fund (Account )	
Fund (Account )	
Fund (Account )	
Total	7,34-8

# ANALYSIS OF OFFICIALS SALARIES AND BENEFITS (see notes 34 to 44 below)

Total	***************************************	сH	1							
		Value £	1							
Benefits	Other Benefits	Description	ļ							
	Pension Contribution	SE	J							
Employers N.I. contributions		લ	ļ							
Gross Salary		ત્મ	ļ							
Office held										

# **ANALYSIS OF INVESTMENT INCOME**

(see notes 45 and 46)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			sikenth
Dividends (gross) from:			
Equities (e.g. shares)			Editoldung
Interest (gross) from:			
Government securities (Gilts)			c - circles any
Mortgages			C-majo
Local Authority Bonds			** islimaqqiy
Bank and Building Societies			131
Other investment income (specify)			Comments
	محبيب		131
	1		
	Total ir	vestment income	131
1			
Credited to:			
		ral Fund (Page 3)	131
		Fund (Account )	No.
	F	und (Account )	
	F	Fund (Account )	
		und (Account )	1 Martin
	i	Fund (Account )	
		Political Fund	Landang
	Total Ir	nvestment Income	131

# BALANCE SHEET as at 31 DECEMBER 2013

(see notes 47 to 50)

Previous Year		£	£
1	Fixed Assets (at page 14)		ç <del></del>
	Investments (as per analysis on page 15)		
	Quoted (Market value £ )		طبيبانية - الاسترب
	Unquoted Total Investments		
	Other Assets		
	Loans to other trade unions		C prompted
	Sundry debtors		993
	Cash at bank and in hand		127,053
	Income tax to be recovered		d Preside
) }	Stocks of goods		مستن
	Others (specify)		) appearing
	Total of other assets		128,046
	ТО	TAL ASSETS	128,046
	Fund (Account )		4000
	Fund (Account )		- Mager
	Fund (Account )		* \$4000
	Superannuation Fund (Account )		· · · · · · · · · · · · · · · · · · ·
	Political Fund (Account )		≈ teVone
	Revaluation Reserve		·—
-	LIABILITIES		
	Amount held on behalf of central trade union political fund		3 Anies
	Loans: From other trade unions		making.
	Loans: Other		APPENIE
	Bank overdraft		17 Адандия
	Tax payable		26.
	Sundry creditors	į	* 100,00
	Accrued expenses		3,130
	Provisions		França
	Other liabilities		ير مادور المعالم الم
	TOTAI	_ LIABILITIES	3,156
	NET		124 890
			100 July 100

# **FIXED ASSETS ACCOUNT**

(see notes 51 to 55)

	Land and Freehold Leasehold		Furniture and Equipment £	Motor Vehicles £	Not used for union business	Total £
Cost or Valuation						
At start of year		, constitution of the cons	729	6-4	***************************************	729
Additions				4-1924/44	1	
Disposals		e Nage	(729)			(225)
Revaluation/Transfer		·~u	·~~	· <del></del> ,	4444	W-tay-ma
s						
At end of year		***************************************	Y-MANAGE AND	, and a second		, publicaja
					<u></u>	
Accumulated Depreciation At start of year		· maga-p	689	brony		689
Charges for year ເກີນເປັນແລະ Disposals	***************************************	- manada dudong	4 36 (729)	, watered and the guidence	States States	36 (729)
Revaluation/Transfer s		- Personal	- Anna	-ARREST	enne	
At end of year			**************************************	majorith)		~******
let book value at						
end of year		enes.	Canternals	·Com	- Januarit	ا مسمسو،
Net book value at end of previous year			40	Manage .	*>======	40

# **ANALYSIS OF INVESTMENTS**

(see notes 56 and 57)

QUOTED		All Funds Except	Political Fund
		Political Funds £	£
	Equities (e.g. Shares)	**************************************	- Nazar
	Government Securities (Gilts)		~~,
	Other quoted securities (to be specified)	~~~	- America
	TOTAL OLIOTED (se Delevise Cheek)		
	TOTAL QUOTED (as Balance Sheet)  Market Value of Quoted Investment	P sector	
	warner value of Quoted investment	`	<b>L</b>
UNQUOTED	Equities		j
	Government Securities (Gilts)	*****	**************************************
	Mortgages		
-	Bank and Building Societies		Vennegas
	Other unquoted investments (to be specified)		***************************************
	TOTAL UNQUOTED (as Balance Sheet)	* ********	. p. 1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-
	Market Value of Unquoted Investments	-	* words

# **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	NOM
If YES name the relevant companies:			
COMPANY NAME		STRATION NUMB and & Wales, state	
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES	NOM
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
COMPANY NAME	NAMES OF SHAP	REHOLDERS	
	••••		
	···		

# **SUMMARY SHEET**

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	3,452		3,452
From Investments	131		131
Other Income (including increases by revaluation of assets)	,	****	1 Princip
Total Income	3,583	·bing	3,5/83
EXPENDITURE  cluding decreases by revaluation of	7,348	1,884,019	7,348
Total Expenditure	7,348	,	7,348
(including reserves)  Funds at end of year (including reserves)	128,655		128,655
ASSETS	124 0 10		124 890
ASSETS	Fixed Assets		124 890
ASSETS			124 890
ASSETS	Fixed Assets		124,890
	Fixed Assets Investment Assets	Total Assets	
ASSETS	Fixed Assets Investment Assets	Total Assets Total Liabilities	128,046

# **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.

1	
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## **ACCOUNTING POLICIES**

(see notes 74 and 75)

	,········				
SIGNATURES TO THE ANN (see notes 76 and 77) including the accounts and balance sheet c	ontained in the				
Secretary's Signature:  Name: Lator Follow Name:	Chairman's Signature: (or other official whose position should be stated)  Name: Date:				
CHECK LIST (see notes 78 to 80) (please tick as appropriate)					
IS THE RETURN OF OFFICERS ATTACHED? (see Page 2 and Note 12)	YES	X	NO		
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	M	NO		
HAS THE RETURN BEEN SIGNED?	YES	A	NO		
(see Pages 19 and 21 and Notes 76 and 77) HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES	X	NO		
IS A RULE BOOK ENCLOSED?	YES	     	NO		
(see Notes 8 and 78) A MEMBER'S STATEMENT IS:	ENCLOSE		TO FOLLOW		
(see Note 80)	D	لخا	TO FOLLOW		
HAS THE SUMMARY SHEET BEEN COMPLETED	YES	×	NO	$\Box$	

(see Page 17 and Notes 7 and 59)

×

NO

#### **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)

SUBJECT TO LIMITATION OF STOPE QUALIFICATION 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:
  - whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act:
  - whether it has maintained a satisfactory system of control over its transactions in (b) accordance with the requirements of that section; and
  - 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:
  - kept proper accounting records with respect to its transactions and its assets and (a) liabilities: and
  - established and maintained a satisfactory system of control of its accounting records, its (b) cash holding and all its receipts and remittances.

(See section 36(4) of the 1992 Act set out in rule 83)

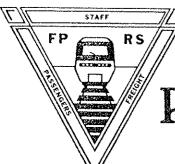
#### YES/NO

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)

## **AUDITOR'S REPORT** (continued)

Due to the sudden death of the Federation's Treasurer on 02.01.14, we have been unable to obtain audit evidence to reconcile the income from members shown in the financial statements to the paying membership numbers in the year ended 31.12.13. This is despite considerable effort from the Federation's Secretary and the executor of the Treasurer's estate. As a result we have qualified our audit report on the basis of limitation of scope as we consider that: we have not obtained all the information and explanations that we considered necessary for the purpose of the audit; and we were unable to determine whether adequate accounting records had been kept. Signature(s) of auditor or auditors: Jobhson Tidsall 🛂 Name(s): Chartered Accountants Profession(s) or Calling(s): 81 Burton Road Address(es): Derby Derbyshire DE1 1TJ 29.414 Date: Contact name and telephone number: 01332 363116 ref CML

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



# The Federation of

# Professional Railway Staff

C/o 57 Ashbury Road, Battersea, London, SW11 5UL Tel 020 7652 5879 Mobile 07434417429 email fprs57@aol.com

Dear Member,

Federation of Professional Railway Staff

STATEMENT TO MEMBERS ISSUED IN CONNECTION THE UNIONS
ANNUAL RETURN FOR PERIOD 31 DECEMBER 2013
AS REQUIRED BY SECTION 32A OF TRADE UNION AND LABOUR
RELATIONS (CONSOLIDATION ACT 1992)

#### Income and Expenditure

The income of the union was £3,583.00. This amount includes payments of £3,452.00 in respect of membership to the union. The union's total expenditure for the period was £7,322.00

The union does not maintain a political fund.

Salary paid to and other benefits provided to the General/Assistant Secretary Chairman Treasurer and members of the Council.

General/Assistant Secretary, Chairman, Treasurer and members of the Council are not paid any salary, but are able to claim expenses for Travelling, Meals and Telephone and for any loss of earnings on the business of the Federation.

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.

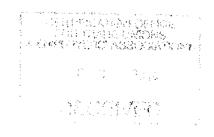
The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with the officials of the Union, the Trustees of the property of the Union. The Auditor or Auditors of the Union, the Certification Officer (who is an independent officer appointed by the 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 the Rules of the Union and contemplates bringing civil proceedings against the Union or responsible- officials or trustees, he/she should in any case consider obtaining independent legal advice.

Johnson Tidsall, Registered Auditor 81 Burton Road Derby DE1 1TJ

Yours Sincerely

Lester Fuller General Secretary

Certification Office Brandon House 180 Borough High Street London SE1 1LW



# THE FEDERATION OF PROFESSIONAL RAILWAY STAFF

#### **FINANCIAL STATEMENTS**

#### **31 DECEMBER 2013**

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Report of the committee of management	1 to 2
Independent auditors report	3 to 4
Accounting policies	5
Balance sheet	6
Revenue account	7
Notes to the financial statements	8 to 9



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#### THE FEDERATION OF PROFESSIONAL RAILWAY STAFF

# REPORT OF THE COMMITTEE OF MANAGEMENT FOR THE YEAR ENDED 31 DECEMBER 2013

The Committee submit their report and financial statements for the year ended 31 December 2013.

Mr L Fuller has held office during the whole of the period from 1 January 2013 to the date of this report.

Other changes in Committee members holding office are as follows:

Mr G Brown deceased 6 January 2014 Mr S Craddock deceased 2 January 2014

#### RESPONSIBLITIES OF THE COMMITTEE OF MANAGEMENT

The Trade Union and Labour Relations (Consolidation) Act 1992 requires the Committee of Management to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Federation and of the surplus or deficit of the Federation for that period. In preparing those financial statements the Committee of Management are required to:

- select suitable accounting policies and 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 Federation will continue to operate.

The Committee of Management is also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Federation and to enable them to ensure that the financial statements comply with the Trade Union and Labour Relations (Consolidation) Act 1992. They are also responsible for safeguarding the assets of the Federation and, hence, for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Committee are aware:

- there is no relevant audit information of which the Federation's auditor is unaware; and
- the Committee have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

#### **OBJECTIVES AND ACTIVITIES**

The Federation receives voluntary subscriptions from members employed in the railway industry and administers trade union benefits to members.

#### REVIEW OF BUSINESS

For the year the General Reserve recorded a deficit of £3,765 and the net assets of the Federation decreased from £128,655 to £124,890.

#### THE FEDERATION OF PROFESSIONAL RAILWAY STAFF

# REPORT OF THE COMMITTEE OF MANAGEMENT FOR THE YEAR ENDED 31 DECEMBER 2013

#### POST BALANCE SHEET EVENT

Prior to the sudden deaths of the Chairman and Treasurer, the Committee had determined that the Federation should be wound up. The Federation's Secretary is in the process of obtaining legal advice in respect of the formal winding up of the Federation. These Financial Statements have therefore been prepared on a break up basis.

#### OTHER INFORMATION

At no time during the year did the Federation give money for political or charitable purposes.

By order of the Committee of Management

Secretary 21 57 2014 Date

#### INDEPENDENT AUDITORS REPORT TO THE FEDERATION OF PROFESSIONAL RAILWAY STAFF

We have audited the financial statements of The Federation of Professional Railway Staff for the year ended 31 December 2013 on pages 5 to 9. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the Federation as a body. Our audit work has been undertaken so that we might state to the Federation those matters we are required to state to them in an auditors' 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 Federation as a body, for our audit work, for this report, or for the opinions we have formed.

#### RESPECTIVE RESPONSIBILITIES OF THE COMMITTEE AND AUDITORS

As described in the statement of the responsibilities of the Committee of Management on page 1, the Federation's Committee is responsible for the preparation of the financial statements and for being satisfied that they 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.

We report to you our opinion as to whether the financial statements give a true and fair view of the state of the Federation's affairs. We also report to you if, in our opinion, the Report of the Committee of Management is not consistent with the financial statements, if the Federation has not kept proper accounting records or if we have not received all the information and explanations we require for our audit.

We read the Committee's report and consider the implications for our report if we become aware of any apparent mis-statements within it.

#### 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 misstatements, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Federation'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.

#### BASIS FOR QUALIFIED OPINION ON FINANCIAL STATEMENTS

The audit evidence available to us was limited because we were unable to reconcile the income from subscriptions, stated at an amount of £3,452, to the number of paying members of the Federation. This is as a result of the sudden death of the Federation's Treasurer, in January 2014. We were unable to undertake any further audit procedures. Had this information been available to us we might have formed a different opinion on the financial statements.

#### INDEPENDENT AUDITORS REPORT TO THE FEDERATION OF PROFESSIONAL RAILWAY STAFF

#### QUALIFIED OPINION ON FINANCIAL STATEMENTS

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements:

- give a true and fair view of the state of the Federation's affairs as at 31 December 2013 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992 and UK Generally Accepted Accounting Practice applicable to Smaller Entities;
- the information given in the Report of the Committee of Management is consistent with the financial statements.

#### OPINION ON OTHER MATTER

In our opinion the information given in the Report of the Committee of Management for the financial year for which the financial statements are prepared is consistent with the financial statements.

#### MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In respect solely of the limitation on our work relating to members' subscriptions described above:

- we have not obtained all the information and explanations that we considered necessary for the purpose of the audit; and
- we were unable to determine whether adequate accounting records had been kept.

We have nothing to report in respect of the following matters where we are required to report to you if, in our opinion:

- the financial statements are not in agreement with the accounting records and returns; or
- the Committee was not entitled to prepare the financial statements in accordance with the small entities regime.

JOHNSON TIDSALL LIMITED

alsa Total

Chartered Accountants & Statutory Auditors

81 Burton Road Derby

DE1 1TJ

Date. 29.7.14

# ACCOUNTING POLICIES FOR THE YEAR ENDED 31 DECEMBER 2013

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same financial statements.

#### BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). Following the Committee's decision in 2013 to formally wind up the Federation, the break up basis of accounts preparation has been applied.

#### FIXED ASSETS

All fixed assets are recorded at cost.

#### DEPRECIATION

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life, as follows:

Office equipment - 10% per annum reducing balance

#### **STOCKS**

Stocks are stated at the lower of cost and net realisable value.

#### SUBSCRIPTIONS

Subscriptions are stated at the amount receivable.

#### **BALANCE SHEET AT 31 DECEMBER 2013**

	Notes	<u>2013</u>	<u>2012</u>	
FIXED ASSETS:				
Office equipment	1		-	40
CURRENT ASSETS:				
Stocks	2	-	57	
Debtors	3	993	929	
Cash at bank and in hand	4	127,053	129,883	
		128,046	130,869	
CREDITORS: amounts falling due within one year	5	3,156	2,254	
NET CURRENT ASSETS		124,89	0	128,615
NET ASSETS		£124,89		£128,655
REPRESENTED BY:				
General reserve:				
Opening balance		128,65	5	130,881
Deficit for the year		(3,765		(2,226)
MEMBERS FUNDS		£124,89	00 :	£128,655

Secretary Secretary

L Fuller

The annexed notes form part of these financial statements

#### REVENUE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2013

	<u>Notes</u>	<u>2013</u>	<u>3</u>	<u>201</u>	2
INCOME:					
Subscriptions			3,452		4,121
Bank interest receivable			<u>131</u>		<u> 118</u>
			3,583		4,239
LESS EXPENDITURE:					
Insurance		3,527		3,542	
Diaries, badges and ties		331		375	
Postage, stationery and telephone		100		214	
Audit and accountancy		3,060		2,160	
Council meeting and other expenses		206		116	
Depreciation		4		4	
Impairment of fixed assets		36		-	
Impairment of stock		58		<u></u>	
Bank charges and interest				30	
			7,322		6,441
DEFICIT FOR THE YEAR BEFORE TAX	ATION 7		(3,739)		(2,202)
Taxation	6		26		24
DEFICIT FOR THE YEAR AFTER TAXA	ATION		(£3,765)		(£2,226)

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

1. FIXED ASSETS	Office	<u>Total</u>
	<u>equipment</u>	
Cost:		
At 1 January 2013	729	729
Disposals	(729)	(729)
At 31 December 2013		
Depreciation:		
At 1 January 2013	689	689
Charge for the year	4	4
Impairment Disposals	36 (729)	(720)
Disposais	(729)	(729)
At 31 December 2013	-	
Net book value:		
At 31 December 2013	£-	£-
At 31 December 2012	£40 =====	£40
2. STOCKS	<u>2013</u>	<u>2012</u>
Diaries, badges and ties	£-	£57
	Made julius forms junto contra	<u> </u>
3. DEBTORS		
Prepayments and accrued income	£993	£929
A Pull u u u u u-		
4. CASH AT BANK AND IN HAND		
Rank denocit account	106 461	104744
Bank deposit account Bank current account	126,461 592	124,744 5,139
Danis Sarroin account	392	2,137
		£129,883
	ARRES MARIE LANGUE MARIE	

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

5. CREDITORS: amounts falling due within one year	<u>2013</u>	<u>2012</u>
Accruals Corporation tax	3,130	2,230
Corporation tax	26	24
	£3,156	£2,254
6. TAXATION		
Corporation tax on bank interest	£26	£24
UK corporation tax has been charged at 20% (2012: 20%)	-	
7. DEFICIT FOR THE YEAR		
The deficit for the year is stated after charging:		
Depreciation	4	4
Impairment of fixed assets	36	-
Impairment of stock	58	-
Audit fee	2,000	1,500

#### 8. TRANSACTIONS WITH COMMITTEE MEMBERS

No remuneration was paid to any member of the Committee in the year ended 31 December 2013 nor 31 December 2012.

Expenses amounting to £306 (2012: £231) were reimbursed to 2 (2012: 2) members of the Committee.

#### 9. RELATED PARTIES

No transactions with related parties were undertaken such as are required to be disclosed under the Financial Reporting Standard for Smaller Entities (effective April 2008).

#### 10. CONTROLLING PARTY

The Federation of Professional Railway Staff is managed by the Committee on behalf of the members. No individual member has a controlling interest.