

- 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:	West Bromwich Building Society Staff Union
Year ended:	31 December 2012
List no:	6251 625T
Head or Main Office:	374 High Street West Bromwich West Midlands B70 8LR
Website address (if available)	
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: CHAIR	Simon Terry JULIE HOLTON
Telephone Number:	0870 220 7720
Contact name for queries regarding	Simon Terry
Telephone Number:	0870 2207793
E-mail:	Simon.terry@westbrom.co.uk

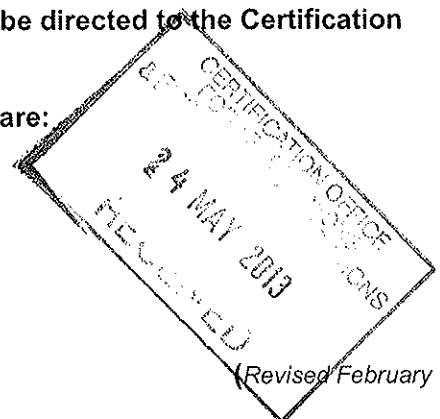
PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.

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)

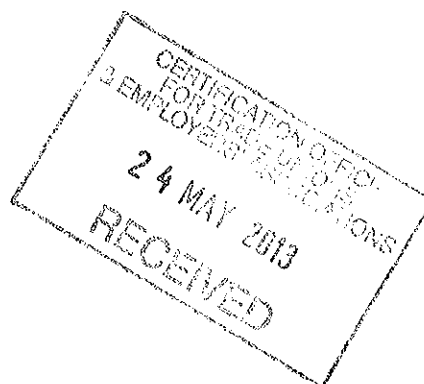


U nion S upport

Staff Union West Bromwich Building Society

Committee Members (Changes) for year ending 31st December 2012

Member	Position	Service Period
Julie Holton	Chair	Jan 2012 – December 2012
Jo Fellows	Vice-chair (Head Office)	Jan 2012 – December 2012
Chris Mills	Committee	Jan 2012 – March 2012
Chris Mills	Vice-chair (Branches)	April 2012 – December 2012
Simon Terry	Treasurer	Jan 2012 – December 2012
Maz Aslam	Membership Secretary	Jan 2012 – December 2012
Paul Lyons	Secretary	Jan 2012 – December 2012
Ruth Sniadowski	Committee	Jan 2012 – December 2012
Chris Bicknell	Committee	Jan 2012 – December 2012
Malcolm Woodall	Committee	Jan 2012 – February 2012
Elaine Duncum	Committee	Jan 2012 – December 2012
Andrew Crump	Committee	Nov 2012 – December 2012
Susan Hudson	Committee	Nov 2012 – December 2012



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	186				186
FEMALE	322				322
TOTAL	508				A 508

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

0
508

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

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
VICECHAIR - BRANCHES	N/A	CHRIS MILLS	12.04.2012

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		27,450
From Members: Other income from members (specify)		
Lottery	1,053	
Total other income from members		1,053
Total of all income from members		28,503
Investment income (as at page 12)		149
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 INCOME	28,652
EXPENDITURE		
Benefits to members (as at page 5)		4,811
Administrative expenses (as at page 10)		28,655
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		33,466
Taxation		
	TOTAL EXPENDITURE	33,466
		(4,814)
Surplus (deficit) for year		
		74,147
Amount of general fund at beginning of year		
		69,333
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 Legal fees	2,175	brought forward Education and Training services Training	2,702 2,109
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications		Salary Costs	
Advisory Services		Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments Lottery prize monies	527		
carried forward	2,702	Total (should agree with figure in General Fund)	4,811

(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		10,610
Salaries and Wages included in above	£-	
Auditors' fees		1,180
Legal and Professional fees		13,347
Occupancy costs		-
Stationery, printing, postage, telephone, etc.		
Expenses of Executive Committee (Head Office)		2,839
Expenses of conferences		
Other administrative expenses (specify)		
Computer database		672
Internet service charge		229
Incidental		-287
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		35
Taxation		30
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
	Total	28,655
Charged to:	General Fund (Page 3)	28,655
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Total	28,655

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

Office held	Gross Salary £	Employers N.I. contributions £	Pension Contribution s £	Benefits		Total £
				Description	Value £	
Chairperson				Secondment fee payable to WBBS	10,610	10,610

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			149
Other investment income (specify)			
		Total investment income	149
		Credited to:	
		General Fund (Page 3)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
		Total Investment Income	149

BALANCE SHEET as at 31 December 2012

(see notes 47 to 50)

Previous Year		£	£
106	Fixed Assets (at page 14)		71
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		
	Unquoted		
	Total Investments		
	Other Assets		
	Loans to other trade unions		
796	Sundry debtors	168	
74,513	Cash at bank and in hand	78,177	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
75,309	Total of other assets		78,345
75,415	TOTAL ASSETS		78,416
	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		
28	Tax payable		30
-	Sundry creditors		
1,240	Accrued expenses		9,053
	Provisions		
	Other liabilities		
1,268	TOTAL LIABILITIES		9,083
74,147	TOTAL ASSETS		69,333

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			1,169			
Additions						
Disposals						
Revaluation/Transfer s						
At end of year			1,169			
Accumulated Depreciation						
At start of year			1,063			
Charges for year			35			
Disposals						
Revaluation/Transfer s						
At end of year			1,098			
Net book value at end of year						
Net book value at end of year			71			
Net book value at end of previous year						
Net book value at end of previous year			106			

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		
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 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	28,503		28,503
From Investments	149		149
Other Income (including increases by revaluation of assets)			
Total Income	28,652		28,652
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	33,466		33,466
Funds at beginning of year (including reserves)	74,147		74,147
Funds at end of year (including reserves)	69,333		69,333
ASSETS			
Fixed Assets			71
Investment Assets			
Other Assets			78,345
		Total Assets	78,416
LIABILITIES			
		Total Liabilities	9,083
NET ASSETS (Total Assets less Total Liabilities)			69,333

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.

2. STAFF REMUNERATION

	2012	2011
	£	£
Secondment fee charged by West Bromwich Building Society	£10,610	£-

The secondment fee relates to an amount agreed with West Bromwich Building Society during the year as a contribution by the Union towards the salary of the Chairperson who is now on full time secondment. This relates to the period from 1 November 2010 to 31 December 2012.

3. FIXED ASSETS

	Computer equipment £
Cost	
As at 1 January 2012 and 31 December 2012	1,169
Depreciation	
As at 1 January 2012	1,063
Charge for the year	35
As at 31 December 2012	1,098
Net book value	
As at 31 December 2012	£71
As at 31 December 2011	£106

4. APB ETHICAL STANDARD – PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

ACCOUNTING POLICIES

(see notes 74 and 75)

ACCOUNTING POLICIES

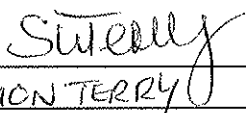

Accounting convention
 The accounts have been prepared under the historical cost convention, and in accordance with UK Generally Accepted Accounting Practice and with the Trade Union and Labour Relations (Consolidation) Act 1992.

Tangible Fixed Assets
 The computer equipment is being depreciated over its useful life on a reducing balance basis at a rate of 33 1/3% per annum.

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>SIMON TERRY</u> Date: <u>23.5.2013</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>JULIE HOLTON</u> Date: <u>23.5.2013</u>
--	---

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)

AUDITOR'S REPORT (continued)

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF WEST BROMWICH BUILDING SOCIETY STAFF UNION

We have audited the financial statements of West Bromwich Building Society Staff Union for the year ended 31 December 2012 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the United Kingdom Generally Accepted Accounting Practice.

This report is made solely to the union's members. Our audit work has been undertaken so that we might state to the union's members 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 union and the union's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the management committee and auditor

As explained more fully on page 4, the committee are 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 (APB's) Ethical Standards for Auditing, including "APB Ethical Standard – Provisions Available for Small Entities (Revised)", in the circumstances set out in note 3 to the financial statements.

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 Union'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.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Union's affairs as at 31 December 2012 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with the United Kingdom Generally Accepted Accounting Practice and with the Trade Union and Labour Relations (Consolidation) Act 1992.

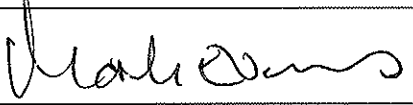
Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992 require us to report to you if, in our opinion:

- proper books of account have not been kept by the Union in accordance with the requirements of the legislation;
- a satisfactory system of control of transactions has not been maintained by the union in accordance with the requirements of the legislation;
- the revenue account or the other accounts (if any) to which our report relates, and the balance sheet are not in agreement with the books of account of the Union; and
- we have not obtained all the information and explanations necessary for the purposes of our audit.

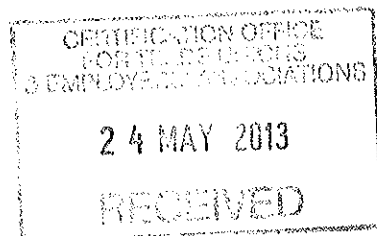
Mark Evans
Tildesley & Tonks Limited
Chartered Accountants
Registered Auditors
Unit 8 Pendeford Place
Pendeford Business Park
Wolverhampton
WV9 5HD

15 April 2013

Signature(s) of auditor or auditors:		
Name(s):	M J Evans FCA	
Profession(s) or Calling(s):	Chartered Accountant	
Address(es):	Tildesley & Tonks Limited Unit 8 Pendeford Place Pendeford Business Park Wolverhampton WV9 5HD	
Date:	15 April 2013	
Contact name and telephone number:	Mark Evans 01902 783172	

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

WEST BROMWICH BUILDING SOCIETY STAFF UNION
STATEMENT OF ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2012



WEST BROMWICH BUILDING SOCIETY STAFF UNION

FOR THE YEAR ENDED 31 DECEMBER 2012

CONTENTS

Company Information	1
Auditors' Report	2
Income and Expenditure Account.....	3
Balance Sheet.....	4
Notes to the Accounts.....	5-6
Irregularities Statement.....	7

**WEST BROMWICH BUILDING SOCIETY STAFF UNION
COMPANY INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2012**

COMMITTEE MEMBERS: Julie Holton - Chairperson
Joanne Fellows – Vice Chairperson
Simon Terry – Treasurer
Maz Azlam – Membership Secretary
Paul Lyons – Secretary
Ruth Sniadowski
Chris Mills
Chris Bicknell
Malcolm Woodall (resigned 17 February 2012)
Elaine Duncum
Susan Hudson (appointed 27 November 2012)
Andrew Crump (appointed 27 November 2012)

PRINCIPAL ADDRESS: 374 High Street
West Bromwich
West Midlands
B70 8LR

AUDITORS: Tildesley & Tonks Limited
Chartered Accountants
Registered Auditors
Unit 8 Pendeford Place
Pendeford Business Park
Wobaston Road
Wolverhampton
WV9 5HD

BANKERS: Unity Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF WEST BROMWICH BUILDING SOCIETY STAFF UNION

We have audited the financial statements of West Bromwich Building Society Staff Union for the year ended 31 December 2012 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the United Kingdom Generally Accepted Accounting Practice.

This report is made solely to the union's members. Our audit work has been undertaken so that we might state to the union's members 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 union and the union's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the management committee and auditor

As explained more fully on page 4, the 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 (APB's) Ethical Standards for Auditing, including "APB Ethical Standard – Provisions Available for Small Entities (Revised)", in the circumstances set out in note 3 to the financial statements.

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 Union'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.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Union's affairs as at 31 December 2012 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with the 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 (Consolidation) Act 1992 require us to report to you if, in our opinion:

- proper books of account have not been kept by the Union in accordance with the requirements of the legislation;
- a satisfactory system of control of transactions has not been maintained by the union in accordance with the requirements of the legislation;
- the revenue account or the other accounts (if any) to which our report relates, and the balance sheet are not in agreement with the books of account of the Union; and
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Mark Evans
Tildesley & Tonks Limited
Chartered Accountants
Registered Auditors
Unit 8 Pendeford Place
Pendeford Business Park
Wolverhampton
WV9 5HD

15 April 2013

**WEST BROMWICH BUILDING SOCIETY STAFF UNION
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 DECEMBER 2012**

	Notes	2012 £	2011 £
<u>INCOME</u>			
Subscriptions		27,450	26,186
Lottery income		1,053	1,121
Bank interest		149	139
		28,652	27,446
 <u>EXPENDITURE</u>			
W.B.B.S. rent and expenses		-	(550)
Staff remuneration	2	10,610	-
Travelling expenses and subsistence		2,839	2,664
Computer database		672	840
Training courses		2,109	1,839
Consultants fees		13,347	11,380
Legal fees – representation of members		2,175	2,205
Auditors' fees		1,180	1,160
Lottery prize monies		527	536
Internet service charges		229	260
Incidental expenses		(287)	53
Depreciation		35	52
		33,436	20,439
 SURPLUS/(DEFICIT) FOR THE YEAR			
		(4,784)	7,007
Corporation tax payable		(30)	(29)
		(4,814)	6,978
Funds brought forward		74,147	67,169
FUNDS AT 31 DECEMBER 2012		£69,333	£74,147

**WEST BROMWICH BUILDING SOCIETY STAFF UNION
BALANCE SHEET
AS AT 31 DECEMBER 2012**

	Notes	2012		2011	
		£	£	£	£
FIXED ASSETS	3		71		106
CURRENT ASSETS					
Unity Trust Bank		78,177		74,513	
Prepayment and other debtors		168		796	
		78,345		75,309	
CURRENT LIABILITIES					
Tax		30		28	
Accruals		9,053		1,240	
		9,083		1,268	
NET CURRENT ASSETS			69,262		74,041
NET ASSETS			£69,333		£74,147
FUNDS			£69,333		£74,147

Statement of committee's responsibilities

The committee is responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law requires the committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the union and of the surplus or deficit of the union for that year. In preparing those financial statements, the committee are 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 in business.

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

Approved on behalf of the Central Committee on 15 April 2013.

Ms J Holton) Chairperson

WEST BROMWICH BUILDING SOCIETY STAFF UNION
NOTES TO THE ACCOUNTS
YEAR ENDED 31 DECEMBER 2012

1 ACCOUNTING POLICIES

Accounting convention

The accounts have been prepared under the historical cost convention, and in accordance with UK Generally Accepted Accounting Practice and with the Trade Union and Labour Relations (Consolidation) Act 1992.

Tangible Fixed Assets

The computer equipment is being depreciated over its useful life on a reducing balance basis at a rate of 33 1/3% per annum.

2 STAFF REMUNERATION

	2012	2011
	£	£
Secondment fee charged by West Bromwich Building Society	£10,610	£-

The secondment fee relates to an amount agreed with West Bromwich Building Society during the year as a contribution by the Union towards the salary of the Chairperson who is now on full time secondment. This relates to the period from 1 November 2010 to 31 December 2012.

3 FIXED ASSETS

	Computer equipment £
Cost	
As at 1 January 2012 and 31 December 2012	1,169
Depreciation	
As at 1 January 2012	1,063
Charge for the year	35
As at 31 December 2012	1,098
Net book value	
As at 31 December 2012	£71
As at 31 December 2011	£106

WEST BROMWICH BUILDING SOCIETY STAFF UNION
NOTES TO THE ACCOUNTS (Continued)
YEAR ENDED 31 DECEMBER 2012

4 APB ETHICAL STANDARD – PROVISIONS AVAILABLE FOR SMALL ENTITIES

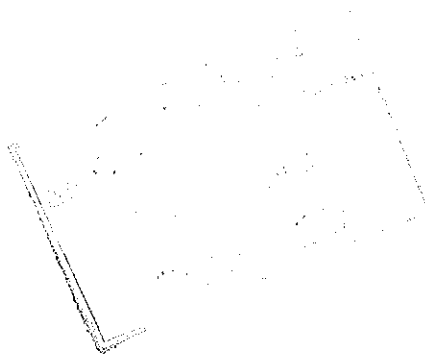
In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

**WEST BROMWICH BUILDING SOCIETY STAFF UNION
IRREGULARITIES STATEMENT**

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 it the union or responsible officials or trustees, he should consider obtaining independent legal advice.





STAFF UNION
West Bromwich Building Society

RULES

