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FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:

Year ended:

List No:

Head or Main Office:

Website address (if available)

Has the address changed during the year to which the return relates? Yes No (Tick as appropriate)

General Secretary:

Contact name for queries regarding the completion of this return:

Telephone Number:

e-mail:

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, 69a George Street, Edinburgh EH2 2JG

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CERTIFICATION OFFICE
FOR TRADE UNIONS
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23 JUL 2014
RECEIVED

(Revised February 2011)

From: Marcia DAMALIE
To:
Subject: Fwd: FW: Lanarkshire Plumbers

ELECTION OF
OFFICE BEARERS
FOR 2012/13

President David then asked if there were any objections to the election of office bearers being taken en bloc as recommended at our last committee meeting. There being no objections the committee's recommendations were accepted and proposed by Jim Williams, seconded by Scott McAllister with no other nominations or objections and were as follows:-

President - David McLeod
Vice President - Scott McAllister

Committee -

Jim Williams
Billy Gibson
Tom Galloway
Plus any other members willing to serve

Secretary & Treasurer

Jack Watson

Representatives at S.N.I.P.E.F. for 2013/14
as follows:-

Council Representative	David McLeod (Alternate Scott McAllister)
Finance & Organisation Committee	David McLeod (Alternate Scott McAllister)
Employment, Safety and Training	David McLeod (Alternate Jim Williams)
Technical Committee	Scott McAllister (Alternate Jack Watson)
Membership Services Committee	Jim Williams (Alternate David McLeod)

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
44				44

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
No changes made			

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REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year		£	£
	INCOME		
2998	From Members Subscriptions, levies, etc	3447	
0	Investment income Interest and dividends (gross)	0	
2		1	
0			
			3448
0	Other income Rents received	0	
0		0	
0		0	
0		0	
0		0	
0		220	
			220
	TOTAL INCOME		3668
	EXPENDITURE		
	Administrative expenses		
998	Remuneration and expenses of staff	500	
661	Occupancy costs	463	
0	Printing, Stationery, Post	0	
0	Telephones	0	
0	Legal and Professional fees	1000	
128	Miscellaneous (specify) Insurance	86	
			2049
21	Other charges Bank charges	0	
0		0	
0		0	
0		0	
460		1700	
0		0	
95		0	
5		0	
108		0	
900		0	
			1700
	Taxation		0
3376	TOTAL EXPENDITURE		3749
(376)	Surplus/Deficit for year		(81)
1985	Amount of fund at beginning of year		1609
1609	Amount of fund at end of year		1528

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)			

Accounting for Charities and Other Not-for-Profit Organisations, 10th Edition, by John and Catherine Entwistle, published by John Wiley & Sons, 2013.

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 2013

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	0	
1,609	Cash at bank and in hand	1,528	
0	Stocks of goods	0	
0	Others (specify)	0	
	Total of other		1,528
	assets		
1,609		TOTAL ASSETS	1,528
1,609	Fund (Account)		1,528
0	Fund (Account)		0
0	Fund (Account)		0
0	Revaluation Reserve		0
	Liabilities		
0	Loans		0
0	Bank overdraft		0
0	Tax payable		0
0	Sundry creditors		0
0	Accrued expenses		0
0	Provisions		0
0	Other liabilities		0
0		TOTAL LIABILITIES	0
1,609		TOTAL ASSETS	1,528

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		

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SUMMARY SHEET

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	3,447	0	3,447
From Investments	1	0	1
Other Income (including increases by revaluation of assets)	220	0	220
Total Income	3,668	0	3,668
EXPENDITURE (including decreases by revaluation of assets)	3,749	0	3,749
Total Expenditure	3,749	0	3,749
Funds at beginning of year (including reserves)	1,609	0	1,609
Funds at end of year (including reserves)	1,528	0	1,528
ASSETS			
Fixed Assets			0
Investment Assets			0
Other Assets			1,528
		Total Assets	1,528
LIABILITIES		Total Liabilities	0
NET ASSETS (Total Assets less Total Liabilities)			1,528

NOTES TO THE ACCOUNTS

(see note 36)

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

A large, empty rectangular box with a black border, intended for the taxpayer to enter their notes to the accounts. The box occupies most of the page below the instruction.

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><i>J. T. Watson</i></u> Name: J. T. Watson Date: 15 th May 2014	Chairman's Signature: <u><i>David McLeod</i></u> (or other official whose position should be stated) Name: David McLeod Date: 15 th May 2014
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CHECK LIST

(see note 41)

(please tick as appropriate)

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

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 43)

YES

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 note 43)

YES

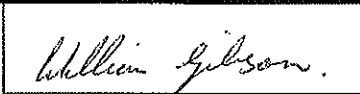
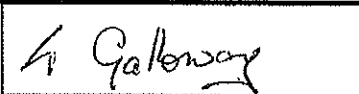
If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this 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)

We hereby certify that we have examined the accounts of The Lanarkshire Master Plumbers Association for the year ended 31st December 2013. In our opinion the accounts give a true and fair view of the state of affairs of the Association as at 31st December 2013.

The audit has also been undertaken in accordance with the requirements of the Trade Union and Labour Relations (consolidation) Act 1992 (as amended) and in our opinion gives a true and fair view of the matters to which they relate.

Signature(s) of auditor or auditors:		
Name(s):	William Gibson	Thomas Galloway
Profession(s) or Calling(s):	Plumber	Plumber
Address(es):	38 Glasgow Road Strathaven ML10 6LZ	173 St Leonards Street Lanark ML11 7DU
Date:	15 th May 2014	15 th May 2014
Contact name and telephone number:	01357 520 415	01555 666 083