#### **FORM AR21**

Trade Union and Labour Relations (Consolidation) Act 1992

#### ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	Leeds Building Society Staff Association		
Year ended:	31 Dec 2012		
List no:	7947.		
Head or Main Office:	105 Albion Street Leeds LS! 5AS		
Website address (if available)	N/A		
Has the address changed during the year to which the return relates?	No x (Click the appropriate box)		
General Secretary:	Mary Clayton		
Telephone Number:	0113 225 7526		
Contact name for queries regarding	Tom Brannigan		
Telephone Number:	0113 225 7526		
E-mail:	tbrannigan@leedsbuildingsociety.co.uk		
DI EASE FOLLOW THE OUR ANGENOR	EO (A) THE COMPLETE OF THE COM		

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

Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 020 7210 3734

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

For Unions based in England and Wales: Certification Office for Trade Unions and Employers' Associations 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)

# **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	124	0	0		125
FEMALE	287	3	0	0	290
TOTAL	411	3	0		A 415

	Britain	Ireland	Republic	(including Channel Islands)	TOTALS	
MALE	124	0	$\bigcirc$		125	
FEMALE	287	3	0	0	290	
TOTAL	411	3	0	1	A 1/15	
Number of members included in totals box 'A' above for whom no home or authorised address is held:  Number of members at end of year contributing to the General Fund  415						
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	Nam Officer A	}	Date	
Chairman	7	Fom Brannigan	Tom Branniga	an 01 Ja	an 2012	
Vice Chair	,	/anda Greenwood	Vanda Green	wood 01 Ja	an 2012	
Secretary	ı	Mary Clayton	Mary Clayton	01 Ja	an 2012	
Treasurer	·	Norma Smallwood	Lindsey Mou	intain 01 Ja	an 2012	
State whe	ther the union is:		<u> </u>			
a. A bra	anch of another trac	de union?	No	x		
If yes, state the name of that other union:						
b. A fec	deration of trade un	ions?	No	o x		
If yes	s, state the number	of affiliated		· <del></del>		
and names:						

# Leeds Building Society Staff Association 31 Dec 2011

# **List of Officers**

Chairman

Tom Brannigan

Vice Chairman

Lee Edwards

Secretary

**Mary Clayton** 

**Treasurer** 

Lyndsey Mountain

### **GENERAL FUND**

(see notes 13 to 18)

	£	£
INCOME	y vila fires e en coma a se a massa, e, el ri chamad del minera la VIII (del el de la	
From Members: Contributions and Subscriptions		8,752
From Members: Other income from members (specify)		
Total other income from members	a gigar Sand Sanggara Arrighandra a Sandra a Shagari dhifadhadhad ga fund dhachann an an agus ga agus an sangg	ransamantara salantah kecilarian kekalanian mendanan teransamanya, yang bibunga, galama 
Total of all income from members		8:752
Investment income (as at page 12)		66
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)		
		C) (3.15)
	TOTAL INCOME	8,818
EXPENDITURE 5)		
Benefits to members (as at page 5)		<del>,</del>
Administrative expenses (as at page 10)		6,024
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		та мененический поможений поможения в честина в тем поможен и объектем от чести и честина и объект в поможен и
Taxation		228
		***************************************
TOTA	L EXPENDITURE	6,582
Surplus (deficit) for year	į	~ ~ ^ 1
Carpino (denon) for year		2,236
Amount of general fund at beginning of year		46,611
Amount of general fund at end of year		48,847
	and present the second of the second control of the second control of the second of the second of the second control of the second of the seco	***************************************

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

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
	-	
TOTAL PEDEDATION AND		
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 –		brought forward	
Employment Related Issues		Education and Training services	
		Education and Training Services	
Representation –			
Non Employment Related Issues			
		Negotiated Discount Services	
Communications			
***		Salary Costs	
Advisory Services			
		Other Benefit 10	
		Other Benefits and Grants (specify)	
Dispute Benefits			
•	1		
	ļ		
Other Cash Payments			
L			
carried forward		Total (should agree with figure in	
		General Fund)	

(See notes 24 and 25)

FUND 2	(OCC Holes 24 and 25)		Fund Account
Name:		£	£
Income			
	From members		4444
	Investment income (as at page 12)		
	Other income (specify)		
	Total other inco	me as specified	
		Total Income	
Expenditure			
	Benefits to members  Administrative expenses and other expenditure (as at page 10)		
		tal Expenditure	
		- Inpolitical	
	Surplus (Defi	icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	
	Number of members contributin	a at and at	
	Number of members contributing	y 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)			
	То	tal Expenditure		
		cit) for the year	·	
	Amount of fund at the and of year (as		<del></del>	
	Amount of fund at the end of year (as	balance Sheet)		
	Number of members contributing	g at end of year		

FUND 4			Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other inco	ne as specified	
		<b>Total Income</b>	
		,	
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page		
	10)		
	То	tal Expenditure	
		cit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	
	Number of members contribution	a at and of year	<del> </del>
	Number of members contributing	y at end or year	

FUND 5			Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other inco	me as specified	
		Total Income	
Expenditure			
Expenditure	Benefits to members		T
	Administrative expenses and other expenditure (as at page		
	10)		
	То	tal Expenditure	
	0 1 7 5		
		icit) for the year	
	Amount of fund at be Amount of fund at the end of year (as		<u> </u>
	Amount of fund at the end of year las	Dalance Sneet)	L
	Number of members contributin	g at end of year	
		3 viin 01 j 001	<u> </u>

FUND 6			Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
			***************************************
	Total other inco	me as specified	
		Total Income	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	То	tal Expenditure	<u> </u>
		·	
	Surplus (Defi	icit) for the year	
	Amount of fund at be	ginning of year	
	Amount of fund at the end of year (as	Balance Sheet)	
	Number of members contributing	g at end of year	

FUND 7			Fund Account
Name:		£	£
Income			~
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		OWNERS IN	ini
	Total other inco	me as specified	
		Total Income	
Expenditure		. 0.00000	
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	То	tal Expenditure	
	Surplus (Defi	cit) for the year	
	Amount of fund at be	ginning of year	
	Amount of fund at the end of year (as	Balance Sheet)	
	Number of members contributing	g at end of year	

(see notes 26 to 31)

POLITICAL FU	ND ACCOUNT 1 To be completed by trade unions w	hich maintain their	own fund
		£	f
Income	Members contributions and levies		
	Investment income (as at page 12) Other income (specify)		
	Total other	income as specified	
Expenditure		Total income	
•	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	
		olus (deficit) for year	
	Amount of political fund		
	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 mem political fund	bers at end of year who have completed an exemption notice and do not therefore	contribute to the	

POLITICAL F	UND ACCOUNT 2 To be completed by trade unions which act as	s components of a ce	ntral trade union
		ţ.	£
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 i	ncome as specified	
Expenditure		Total income	
-Apenditure	Expenditure under section 82 of the Trade Union and Labour 50.		
	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	(0)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
	I same of postantal o		
		Total expenditure	
		us (deficit) for year	
	Amount held on behalf of trade union political fund a	it beginning of year	
	Amount remitted to c	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	
Number of me political fund	mbers at end of year who have completed an exemption notice and do not therefore	contribute to the	

# 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	£	1
Auditors' fees		900
Legal and Professional fees		4,596
Occupancy costs		_
Stationery, printing, postage, telephone, etc.		
Expenses of Executive Committee (Head Office)		
Expenses of conferences		523
Other administrative expenses (specify) ടംവാലപ		2
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		سير.
Mortgages		<b>l</b> ane
Other loans		,
Depreciation		.3
Taxation		-
Outgoings on land and buildings (specify)		بند
Other outgoings (specify)		~-
	Total	6,024
Charged to:	General Fund (Page 3)	6,624
	Fund (Account )	<b>~</b>
	Fund (Account )	p.e
	Fund (Account )	,,,
	Fund (Account )	
	Total	6,024

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

Total		£								
<b> </b>										
	əfits	Value £								
Benefits	Other Benefits	Description	10,777,777,777,777,777,777,777,777,777,7							
	Pension Contribution	SE								
Employers N.I. contributions		сı								
Gross Salary		ભ								
ספוס ופספוס										

# **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			Quer-
Bank and Building Societies			66
Other investment income (specify)			*******
		,	Lb
	Takati	, F	
	rotal inv	estment income	<u> </u>
Credited	to:		
	Genera	al Fund (Page 3) [	ماحا
	Fu	ind (Account )	
	Fu	nd (Account )	~
	Fu	nd (Account )	
	Fu	nd (Account )	
	Fu	nd (Account )	
		Political Fund	***
	Total Inve	estment Income	
			66

# BALANCE SHEET as at 31 December 2012

(see notes 47 to 50)

Previous Year		£	£
11	Fixed Assets (at page 14)		83
	Investments (as per analysis on page 15)		
	Quoted (Market value £ )		
	Unquoted		
	Total Investments Other Assets		
	Loans to other trade unions	ş	
	Sundry debtors		
17,810	Cash at bank and in hand	50,297	
	Income tax to be recovered	~	
	Stocks of goods	•	
	Others (specify)	_	
	Total of other assets		FP2 0Z
71,88/	TO	TAL ASSETS	202,02
46,617	Fund (Account )		48,847
	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	-	
382	Tax payable	822	
	Sundry creditors	<b>4.000</b>	
888	Accrued expenses	900	
	Provisions	-	
	Other liabilities		
188,74	TOTAL	LIABILITIES	1,458
•	тот	AL ASSETS	50,305

# **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		1,513			1,513
Additions					Manne.
Disposals					) \
Revaluation/Transfer		_			•
s					
At end of year		 1,513			1,573
Accumulated Depreciation At start of year					
Charges for year		1,502			1,205
Disposals		3			3
Revaluation/Transfer					~
s		~			Mayoring to
At end of year		 1,505			1,505
		 		1	
Net book value at end of year		8			8
Net book value at end of previous year		 il	10000		lı

# **ANALYSIS OF INVESTMENTS**

(see notes 56 and 57)

QUOTED		All Funds	Political Fund
		Except Political	<u> </u>
		Funds £	£
	Equities (e.g. Shares)		
	Equities (e.g. Strates)		
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)		
	Market Value of Quoted Investment		
UNQUOTED	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	(to be appended)	***************************************	
	TOTAL UNQUOTED (as Balance Sheet)		
	Market Value of Unquoted Investments		

# **ANALYSIS OF INVESTMENT INCOME** (CONTROLLING INTERESTS) (see notes 58 and 59)

1			
Does the union, or any constituent part of the union, have a controlling interest in any limited company?		YES	NOV
If YES name the relevant companies:			
COMPANY NAME	COMPANY REG registered in Eng registered)	ISTRATION NUME gland & Wales, stat	BER (if not e where
Are the shares which are controlled by the union registered in the names of the union's trustees?  If NO, state the names of the persons in whom the		YES	NO
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	8,752		8,752
From Investments	66		
Other Income (including increases by revaluation of assets)	~		- dd
Total Income	8,818		8,818
EXPENDITURE [including decreases by revaluation of	6,582		6,582
Total Expenditure	6,285		6,285
(including reserves) Funds at end of year (including reserves)	46,611	_	46,611
ASSETS			
	Fixed Assets		8,
	Investment Assets	_	
		<u> </u>	
	Other Assets		50,297
IARU ITIES	Other Assets	Total Assets	50,297 50,305
IABILITIES	Other Assets	Total Assets Total Liabilities	

# **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.

Leeds Building Society Staff Association 31 December 2012

#### Notes to the accounts

for the year ended 31 December 2012

#### 1. Accounting policies

The Accounts have been prepared under the historical cost convention, using the following Accounting policies:

#### Turnover income

Any surplus/deficit of income over expenditure is carried forward to the general fund.

#### Depreciation of tangible fixed assets

Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

Equipment - 25% per annum on reducing balance basis

# **ACCOUNTING POLICIES**

(see notes 74 and 75)

SIGNATURES TO THE					
SIGNATURES TO THE	ANN	UAL RE	TUF	RN	
(see notes 76 a	and 77)				
including the accounts and balance	sheet co	ontained in th	e refu	ırn	
	Chairma				
Signature: /\h \ \	Signatur	e:	RUN	wyan	
Name: MARY. & Cutadio and	(or other oπ	icial whose position	should	be staled)	
	vame:	I J Brys	V/V	GUN	<b></b>
Date: 11:4:13	Date:	11/4/12			
	Jaic	- 1 - 1	<del>,</del>		
CHECK L	IST				
(see notes 78					
	,				
(please tick as ap	propriat	e)			
IS THE RETURN OF OFFICERS ATTACHED?		YES	1 -7	No	
(see Page 2 and Note 12)		1 5		NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN		YES		NO	<del>                                     </del>
COMPLETED?		]			
(see Page 2 and Note 12) HAS THE RETURN BEEN SIGNED?					
(see Pages 19 and 21 and Notes 76 and 77)		YES	Z	NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED?					
(see Pages 20 and 21 and Notes 2 and 77)		YES	V	NO	
IS A RULE BOOK ENCLOSED?	<del></del>	VEC	<del> </del>		
(see Notes 8 and 78)		YES		NO	
A MEMBER'S STATEMENT IS:		ENCLOSE	<del>                                     </del>	TO FOLLOW	<del>   </del>
(see Note 80)		D		10 FOLLOW	
HAS THE SUMMARY SHEET BEEN COMPLETED		YES	V	NO	+
(see Page 17 and Notes 7 and 59)			''		

#### **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/MO~

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)

Leeds Building Society Staff Association

# Report of the auditors to the members of Leeds & Holbeck Building Society Staff Association

#### for the year ended 31 December 2012

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

In our opinion, the Association has maintained proper accounting records, and has a satisfactory system of control and the attached Balance Sheet and Income and Expenditure Account give a true and fair view of the state of the Association's affairs as at 31st December 2012 and of the surplus of income over expenditure for the year then ended. These accounts have been prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992.

John Beevers BA FCA (Senior Statutory Auditor)
For and on behalf of
SAGARS LLP
Chartered Accountants and Statutory Auditor

Gresham House 5-7 St Pauls Street Leeds LS1 2JG

5<sup>th</sup> April 2013

Signature(s) of auditor or auditors:	plu for	
Name(s):	MR J BEEVERS	
Profession(s) or Calling(s):	Senior Statutory Auditor	
Address(es):	Gresham House S-7 St. Pauls sheet Leeds LSI 23G	
Date:	5 APRIL 2013	
Contact name and telephone number:	Favran Milnes 0113 297 6747	

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

**Leeds Building Society Staff Association** 

Accounts

year ended 31 December 2012



#### Accounts

#### for the year ended 31 December 2012

Contents	Page
Auditors' report	1
Income and expenditure account	2
Balance sheet	3
Notes to the accounts	4

# Report of the auditors to the members of Leeds & Holbeck Building Society Staff Association

#### for the year ended 31 December 2012

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

In our opinion, the Association has maintained proper accounting records, and has a satisfactory system of control and the attached Balance Sheet and Income and Expenditure Account give a true and fair view of the state of the Association's affairs as at 31st December 2012 and of the surplus of income over expenditure for the year then ended. These accounts have been prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992.

John Beevers BA FCA (Senior Statutory Auditor)

For and on behalf of SAGARS LLP

Chartered Accountants and Statutory Auditor

Gresham House 5-7 St Pauls Street Leeds LS1 2JG

5<sup>th</sup> April 2013

#### Income and expenditure account

#### for the year ended 31 December 2012

	2012		2011	
Income	£	£	£	£
Members' subscriptions Interest on Building Society Accounts Interest on Bank Accounts		8,752 8 58 8,818		8,946 7 58 9,011
Expenditure				
Expenses Committee travel and meeting expenses - general Sundry expenses Consultancy fees Audit fee Depreciation - computer equipment at 25% on written down value Tax deducted from Building Society interest at source	523 4,596 900 3 2	6,024	502 1 5,725 888 4 1	7.104
				7,121
Surplus of income over expenditure before tax		2,794		1,890
Tax provision for current year		(558)		(382)
Surplus of income over expenditure		2,236		1,508

#### **Balance** sheet

#### as at 31 December 2012

		2012		2011	
<b>73.</b>	Note	£	£	£	£
Fixed assets Tangible assets	2		8		11
Current assets					
Building society deposits		17,109		14,740	
Cash at bank		33,188		33,130	
		50,297		47,870	
Current liabilities					
Creditors and Accruals		1,458		1,270	
Net current assets			48,839	<u> </u>	46,600
Net assets			48,847		46,611
Financed by:					
General Fund	3		48,847		46,611

These Accounts were approved on 5th April 2013

T Brannigan - Chairman
TJ Brunigan

L Mountain - Treasurer

M Clayton - Secretary

#### Notes to the accounts

#### for the year ended 31 December 2012

#### 1. Accounting policies

The Accounts have been prepared under the historical cost convention, using the following Accounting policies:

#### Turnover income

Any surplus/deficit of income over expenditure is carried forward to the general fund.

#### Depreciation of tangible fixed assets

Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

Equipment

3.

25% per annum on reducing balance basis

#### 2. Tangible fixed assets

		Computer Equipment
Cost		~
At 1 January 2012 and 31 December 2012		1,513
Depreciation		
At I January 2012		1,502
Charge for the year		3
At 31 December 2012		1,505
Net book value		
At 31 December 2012		8
At 31 December 2011		11
. General fund		
	2012	2011
	£	£
Opening balance	46,611	45,103
Surplus for the year	2,236	1,508
Carried forward at 31 Dec 12	48,847	46,611
	***************************************	2000