- 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:	Independent Pilots Association
Year ended:	30 th June 2012
List no:	769T
Head or Main Office:	The Old Refectory The Priory Haywards Heath West Sussex RH16 3LB
Website address (if available)	www.ipapilot.com
Has the address changed during the year to which the return relates?	Yes
General Secretary:	Peter Jackson (interim General Secretary)
Telephone Number:	01444 441149
Contact name for queries regarding	Anne Mattison
Telephone Number:	01444 441149
E-mail:	Anne.Mattison@ipapilot.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 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)

RETURN OF MEMBERS

(see notes 10 and 11)

	NUMBER OF MEMBERS AT THE END OF THE YEAR				
	Great Northern Irish Elsewhere Abroad Britain Ireland Republic (including Channel Islands) TOTALS				
MALE	713	6	0	35	75
FEMALE	37	1	0	0	3
TOTAL	759	7	0	26	A 79

	Britain	ireiand	керивііс	(including Channel Islands)	TOTALS
MALE	713	6	0	35	754
FEMALE	37	1	0	0	38
TOTAL	759	7	0	26	A 792
is held:	of members included in			authorised address	792
this form	relates, with the title	this form a complet of each persons off	ice. IANGE OF	in post at the end of t	
Tit	le of Office	Name of Officer ceasing to hold office	Name e Officer Ap		Date
General	Secretary Ti	istan Loraine		9 th Ap	oril 2012
Interim (Secretar	1		Peter Jackson	9 th Ap	oril 2012
State wh	ether the union is:				
a. Ab	oranch of another trade	union?	/es No	X	
lf y	es, state the name of t	hat other union:			
b. A fe	ederation of trade unio	ns?	/es No	Х	
If y	es, state the number o	f affiliated			
and	d names:	Г		***************************************	

Independent Pilots Association



Officers of the Independent Pilots Association in post as at year end 30th June 2012

Peter Jackson

Interim General Secretary (appointed 9.4.12)

Richard Lotinga Phillip Petitt

Chairman Treasurer

Voting Members

Richard Lotinga

Member of E.C.

Phillip Petitt
Damon Hart

Member of E.C. Member of E.C.

Noel Baker

Member of E.C.

James West

Member of E.C. (appointed 27.8.11)

Trevor Newton
Peter Burgess
Steven Randles
Stuart Griffith

Trustee Trustee Trustee Trustee

GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME From Members: Contributions and Subscriptions		78315
From Members: Other income from members (specify)		
Total other income from members		-
Total of all income from members		78315
Investment income (as at page 12)		9
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	78324
EXPENDITURE		
Benefits to members (as at page 5)		46279
Administrative expenses (as at page 10)		29586
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		-4
тот	AL EXPENDITURE	75861
Surplus (deficit) for year		2463
Amount of general fund at beginning of year		63415
Amount of general fund at end of year		65878

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		
Bank Interest	9	
TOTAL	OTHER INCOME	
TOTAL	OTHER INCOME	9
TOTAL OF ALL	OTHER INCOME	9

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		brought forward	
	22108	Education and Training services	
Representation –			
Non Employment Related Issues			
	1182	Negotiated Discount Services	
Communications			
	2367		
		Salary Costs	
Advisory Services	PROGRAMMA		24044
	3547		
	77	Other Benefits and Grants (specify)	
Dispute Benefits			
,			
	-	TO THE COLUMN TO	
	of grade in the state of the st		
Other Cash Payments			
carried forward		Total (should agree with figure in	
		General Fund)	46279

(See notes 24 and 25)

FUND 2	(000 110100 2-4 4114 20)		Fund Account
Name:		£	£
Income		***************************************	
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other incor	ne as specified	
		Total Income	
Fr.4			
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page		
	10)		
	Tot	tal Expenditure	
	•	cit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as l	Balance Sheet)	
	Number of members contributing	at end of vear	
		, ,	

FUND 3		***	Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income	me as specified	
		Total Income	
Expenditure			
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page		
	10)	tal Expenditure	
	10	tai Experienture	
	Surplus (Defi	cit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as		
	Number of members contributin	g at end of year	

FUND 4			Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		The state of the s	
	Total other inco	me as specified	
		Total Income	
E			
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page		
	10)		
	То	tal Expenditure	
	•	icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	
	Number of members contributing	a at and of year	
	Number of members contributing	g at end of 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			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	To	tal Expenditure	
	·	icit) for the year	
	Amount of fund at the and of year (an		
	Amount of fund at the end of year (as	Dalance Sneet)	
	Number of members contributin	g 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 inco	me as specified	
		Total Income	
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page		
	10)		
	To	tal Expenditure	
	* *	icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	
	Normalis and San and the company of		
······································	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)		
	Total other inco	me as specified	
		Total Income	
Expenditure			
	Benefits to members Administrative expenses and other expenditure (as at page 10)		
	,	tal Expenditure	
	Surplus (Def	icit) for the year	
	Amount of fund at be	•	
	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 FI	UND ACCOUNT 1 To be completed by trade	e unions wh	nich maintain their owr	า fund
			t	ţ
Income	Members contributions and levies			
	Investment income (as at page 12)			
	Other income (specify)			
		Total other is	ncome as specified	·
		Total Otilo	· —	
Expenditure			Total income	
	Expenditure under section 82 of the Trade Union and Labour Relation	ons		
	(Consolidation) Act 1992 (specify)			
	Administration expenses in connection with political objects (specify	Λ		
	Additionation expenses in connection with political objects (appeary	7		
	Non-political expenditure		İ	
	real passage experience.			~
			Total expenditure	
			lus (deficit) for year	
	Amount of po	olitical fund a	at beginning of year	
	Amount of political fund at the	end of year ((as Balance Sheet)	
		-		
	Number of members at and of year		Constant format	
	Number of members at end of year			
Since the second second	Number of members at end of the year not			
Number of men political fund	mbers at end of year who have completed an exemption notice and do no	ot therefore o	contribute to the	
ронцантина				
· · · · · · · · · · · · · · · · · · ·				
POLITICAL FU	JND ACCOUNT 2 To be completed by trade unions w	vhich act as	components of a cent	ral trade unior
			£	t .
Income (Contributions and levies collected from members on behalf of central pol	litical fund	•	+
	Funds received back from central political fund	Illicar runc		
	Other income (specify)			
	0 (c)			
		Į		
	-	Total other in	ncome as specified	***************************************
			Total income	
Expenditure				
	Expenditure under section 82 of the Trade Union and Labour Relatio	ons [
	(Consolidation) Act 1992 (specify)			
	Administration expenses in connection with political objects (specify)	.		
	Administration expenses in connection with political objects (apocity)	' I		
	Non-political expenditure			
	Non political experiental e			···
			Total expenditure	
			us (deficit) for year	
	Amount held on behalf of trade union po	litical fund at	t beginning of year	
	Amount r	emitted to ce	entral political fund	
	Amount held on behalf of cent		` L	
	Number of members at end of year of	_	· · · · · · · · · · · · · · · · · · ·	
	Number of members at end of the year not of	-		
Number of mem	nbers at end of year who have completed an exemption notice and do no	ot therefore o	ontribute 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		60725
Salaries and Wages included in above	£59324	
Auditors' fees	1	600
Legal and Professional fees		10879
Occupancy costs		0
Stationery, printing, postage, telephone, etc.		3194
Expenses of Executive Committee (Head Office)		0
Expenses of conferences		0
Other administrative expenses (specify)		
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		467
Taxation		-4
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
	Total	75861
Charged to:	General Fund (Page 3)	75861
	Fund (Account)	
	Total	75861

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

Total		લ	23693			44.7		**************************************			
	ıfits	Value £									
Benefits	Other Benefits	Description									
	Pension Contribution	S£	0								
Employers N.I. contributions		ਪ	2155								
Gross Salary		स	21538								
Office held			General Secretary								

ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

Political Fund £		Other Fund(s) £
	-	
		9
	:	
Total in	vestment income	9
Gener	al Fund (Page 3)	9
	ral Fund (Page 3) und (Account)	9
F	· l	9
F	und (Account)	9
F F	und (Account) und (Account)	9
F F F	und (Account) und (Account) und (Account)	9
F F F	und (Account) und (Account) und (Account) und (Account)	9
	Fund	Fund

BALANCE SHEET as at

30th June 2012

(see notes 47 to 50)

Previous Year		£	£
1637	Fixed Assets (at page 14)		1556
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		
	Unquoted Total Investments	***************************************	
	Other Assets		
	Loans to other trade unions		
0	Sundry debtors	1370	
76945	Cash at bank and in hand	68444	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
76945	Total of other assets	~~~	69814
78582	тот	AL ASSETS	71370
	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		
4	Tax payable		2
31	Sundry creditors		23
14271	Accrued expenses		5467
	Provisions		
	Other liabilities		
15167	L TOTAL	. LIABILITIES	5492
63415	тот	AL ASSETS	65878
		· · · · · · · · · · · · · · · · · · ·	

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Freehold Leasehold	Buildir £	igs £	Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
Cost or Valuation			;				
At start of year				4069			4069
Additions				386			386
Disposals						;	
Revaluation/Transfer							
S							
At end of year				4455			4455
	1					·	
Accumulated Depreciation At start of year				2432			2432
Charges for year				467			467
Disposals							101
Revaluation/Transfer							
S	{ 						
At end of year				2899			2899
Net book value at end of year				1556	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		1556
-							
Net book value at end of previous year			,	1637			1637

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)		

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? If YES name the relevant companies:		YES	NO X
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	NO
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
COMPANY NAME	NAMES OF SHAF	REHOLDERS	
	······		

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	78315		78315
From Investments			
Other Income (including increases by revaluation of assets)	9		9
Total Income	78324		78324
EXPENDITURE (including decreases by revaluation of	75861		75861
Total Expenditure	75861		75861
Funds at beginning of year (including reserves) Funds at end of year (including reserves)	63415 65878		63415 65878
ASSETS			
	Fixed Assets		1556
	Investment Assets		
	Other Assets		69814
		Total Assets	71370
LIABILITIES		Total Liabilities	5492
NET ASSETS (Total Assets less Total	65878		

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.

PLEASE SEE ATTACHED 2 PAGES	

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/MX

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/MO

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)

ACCOUNTING POLICIES

(see notes 74 and 75)

				· · · · · · · · · · · · · · · · · · ·			
SIGNATURES TO THE AN (see notes 76 and 1		UR	IN				
including the accounts and balance she	•	rafiii	·n				
		retui	* 1 -				
Secretary's Signature: Signature: Signature: (or other official whose position should be started) Name: Poster CH. Joken Name: Richard E Loting A Date: 2 Doctor Color 2012							
CHECK LIST (see notes 78 to 80) (please tick as appropriate)							
IS THE RETURN OF OFFICERS ATTACHED?	YES	Χ	NO				
(see Page 2 and Note 12) HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	X	NO				
HAS THE RETURN BEEN SIGNED?	YES	X	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	Х	NO				
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	X	NO				
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLOSE D	X	TO FOLLOW				
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	Х	NO				

AUDITOR'S REPORT (continued)

We have audited the financial statements of Independent Pilots Association for the year ended 30 June 2012 on pages 5 to 8. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the union's members, as a body. 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 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 union members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF OFFICERS AND AUDITOR

As explained more fully in the Trustees' Responsibilities Statement set out on page 2, the union's trustees 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 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 Auditors.

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 union's trustees; 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 30 June 2012 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (consolidation) Act 1992 (amended).

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 (amended) requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of officers' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Signature(s) of auditor or auditors:	Carlotton for	
Name(s):	CHRISTOPHER WHITLEY- JONES FCA	
Profession(s) or Calling(s):	ICAEW STATUTORY SENIOR AUDITOR	
Address(es):	PRB ACCOUNTANTS LLP KINGFISHER HOUSE HURSTWOOD GRANGE HURSTWOOD LANE RH17 7QX	
Date:	15 NOVEMBER 2012	
Contact name and telephone number:	01444 458252 KIM LO	

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

INDEPENDENT PILOTS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30TH JUNE 2012

1. ACCOUNTING POLICIES

Basis of Accounting

The Financial Statements have been prepared under the historical cost convention, and in accordance with applicable UK accounting standards.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings

- 25% reducing balance basis

2. PARTICULARS OF EMPLOYEES

The average number of staff employed by the Union during the financial year was:

	2012 No	2011 No
Number of staff	2	2
The aggregate payroll costs of the above were	:	
	2012 £	2011 £
Wages and Salaries Social Security Costs Sub-contractors Recruitment	51,093 5,398 - 433	43,225 4,047 2,014 517
	56,924	49,803

3. TRANSACTIONS WITH MEMBERS OF THE EXECUTIVE COUNCIL, GENERAL SECRETARY AND ASSISTANT GENERAL SECRETARY

During the year, the Union paid the following amounts to Members of the Executive Council, General Secretary and Assistant General Secretary, included in Salaries, in the Income and Expenditure Account:

	2012 £	2011 £
Peter Jackson		13,964
Rod Bruce	-	15,785
Naomi Collier	•	3,192
Claire Pickford	29,555	9,927
Tristan Lorraine	21,538	-
	51,093	42,868
		6-barre 6-barre 6-6-6-6-6-6-6-6-6-6-6-6-6-6-6-6-6-6-6-

INDEPENDENT PILOTS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30TH JUNE 2012

4. OTHER RELATED PARTY TRANSACTIONS

During the year, the Union received its Subscription Income of £78,315 (2011 - £64,416) via the Independent Pilots Association, a company limited by guarantee, which is affiliated to the Union. The Union also received £nil (2011 - £15,000) from the Independent Pilots Association for the Legal Defence Fund. At the year end the Union owed £2,240 (2011 - £nil) to the Independent Pilots Association in respect of recharges.

5. TAXATION ON ORDINARY ACTIVITIES

	2012	2011
	£	£
Current tax:		
UK Corporation tax based on the results for	the	
year at 20% (2011 – 21%)	2	4
Over provision in prior years	(6)	-
Total current tax	(4)	4
	<u>antique para</u>	منعضمته

6. TANGIBLE FIXED ASSETS

	Fixtures & Fittings £
COST At 1st July 2011 Additions	4,069 386
At 30th June 2012	4,455
DEPRECIATION At 1st July 2011 Charge for the year	2,432 467
At 30th June 2012	2,899
NET BOOK VALUE At 30th June 2012 At 30th June 2011	1,556 1,637

7. LEGAL DEFENCE FUND

The Union maintains its own legal defence fund for the benefit of members. This is maintained as part of the general fund and reviewed by the Trustees on a quarterly basis.

8. CONTINGENT LIABILTY

The entity is involved in a legal dispute regarding an Employment Tribunal case brought by the previous General Secretary. The Executive Council is advised that the claim can be successfully resisted but is unable to estimate the cost of defending it.